



BOARD OF SUPERVISORS

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

**AGENDA FOR REGULAR MEETING OF JULY 07, 2015 TO BE HELD AT 10:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

www.countyofplumas.com

AGENDA

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

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

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

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

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



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

STANDING ORDERS

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

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

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

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

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

ACTION AGENDA

1. 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) CLERK OF THE BOARD

Approve Board minutes for June 2015

B) BOARD OF SUPERVISORS

- 1) Approve request of Greenville High School Boosters to waive use fees and deposits for event to be held on July 18, 2015 at the Greenville Town Hall (fundraiser for Greenville High School football team)
- 2) Approve request of Plumas Charter School-Indian Valley Academy to waive use fees and deposits for the Taylorsville Campground (camping trip on September 2-4, 2015 for teambuilding activities)

C) SHERIFF

- 1) Approve and authorize the Auditor to pay invoice of \$50.11 to Sav-Mor for expenses incurred during marijuana garden eradication
- 2) Approve and authorize the Chair to sign annual amendment to the Cooperative Law Enforcement Agreement between County of Plumas and U.S. Department of Agriculture, Forest Service, Plumas National Forest, FY 2015 Controlled Substance Annual Operating and Financial Plan of \$11,000

D) PROBATION

Approve and authorize the Interim Chief Probation Officer to sign contract between County of Plumas and Lassen County for use of Lassen County Juvenile Detention Facility; approved as to form by County Counsel

E) EMERGENCY SERVICES

Approve continuation of Local Emergency Due to Drought

F) DISTRICT ATTORNEY

Approve and authorize the District Attorney to sign renewal lease/rental agreement between County of Plumas and Quincy Real Estate and Property Management for two Quincy locations at a total monthly amount of \$2,250 to house the Day Reporting Center in Quincy; approved as to form by County Counsel

G) PUBLIC HEALTH AGENCY

- 1) Adopt **PROCLAMATION** Proclaiming September 2015 as Childhood Cancer Awareness Month in Plumas County
- 2) Adopt **RESOLUTION** authorizing the County Health Officer to appoint an Alternate County Health Officer
- 3) Approve and authorize the Chair to sign Agreement Number MAA2015RPHS with Ramsell Public Health & Safety, LLC of \$24,000 for LGA Host County activities; approved as to form by County Counsel
- 4) Approve and authorize the Chair to sign Amendment to Agreement Number 1-28-15 WIPFLI, LLP for a financial Report for Quincy Nursing and Rehabilitation Center for FY 2015-2016; approved as to form by County Counsel

H) MENTAL HEALTH

Adopt **RESOLUTION** to approve Agreement Number 15-92111 with the Department of Health Care Services for the Performance of the Mental Health Services Act and authorize the Interim Mental Health Director to sign related documents; approved as to form by County Counsel

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 Grizzly Ranch CSD Governing Board

2. GRIZZLY RANCH CSD – Robert Perreault

Discussion and possible action to accept ownership of the Grizzly Ranch Subdivision water system

Adjourn as the Grizzly Ranch CSD Governing Board and convene as the Beckwourth CSD Governing Board

3. BECKWOURTH CSD – Robert Perreault

Authorize payment of annual permit fee invoices of \$4,123 to the State Water Resources Control Board for FY 2013-2014; discussion and possible action

Adjourn as the Beckwourth CSD Governing Board and reconvene as the Board of Supervisors

4. MENTAL HEALTH COMMISSION

Presentation of 2014 Annual Report of the Plumas County Mental Health Commission

5. **DEPARTMENTAL MATTERS**

A) 10:15 **PUBLIC WORKS** – Robert Perreault
Conduct **PUBLIC HEARING** regarding intent to abandon McNella Lane in Sierra Valley; discussion and possible action

B) **PLANNING** – Randy Wilson
1) Adopt **ORDINANCE**, first introduced on June 16, 2015, to add the Farm Animal Combining Zone to Properties in Quincy located at 796 Valley View Drive; 681 Main Street; and 189 Crescent Street (APN's 115-221-002; 115-011-004; and 115-011-039), Jacob Vickrey, applicant and Heirs of Alice Norton, property owners. **Roll call vote**
2) Introduce and waive first reading of an **ORDINANCE** to Amend the Plumas County Code to Allow the Creation of Easements through the Execution and Recordation of Covenants. **Roll call vote**

C) **SHERIFF** – Greg Hagwood
Approve budget transfer of \$6,000 for AB443-Department 70331 from Overtime (51060) to Out-of-County Travel (527500) to cover expenses for the remainder of FY 14-15; discussion and possible action

D) **PROBATION** – Clint Armitage
Adopt **RESOLUTION** Waiving the 180 Day Sit-Out Period for a Retired Annuitant to Perform the Duties of Probation Assistant. **Roll call vote**

E) **HUMAN RESOURCES** – Gayla Trumbo
Adopt **RESOLUTION** to Amend the Salary Classification of Human Resources Director. **Roll call vote**

F) **COUNTY COUNSEL** – Craig Settlemire
Adopt **RESOLUTION** to amend the Position Allocation for Budget Year 2015-2016 by Changing Deputy County Counsel II to Deputy County Counsel II or III. **Roll call vote**

G) **MENTAL HEALTH** – Mimi Hall
Authorize the Department of Mental Health to recruit and fill 2.0 FTE funded and allocated Psychiatric Nurse/Registered Nurse and/or a Licensed Vocational Nurse; discussion and possible action

H) **FACILITY SERVICES** – Dony Sawchuk
Authorize the Director of Facility Services to terminate the current Lease with Alliance for Workforce Development for lease of space at the Health & Human Services Center with a notice period of 90 days at his discretion; discussion and possible action

I) **AUDITOR/CONTROLLER** – Roberta Allen
1) Authorize the Auditor to make necessary budget transfers as presented for FY 2014-2015 year end, no additional appropriation is required; discussion and possible action
2) Authorize placement of security personnel at the Health & Human Services Center and budget changes as presented to facilitate reimbursement of costs accordingly; discussion and possible action

J) **PUBLIC WORKS** – Robert Perreault

- 1) Authorize the Department of Public Works to recruit and fill 1.0 FTE Public Works Maintenance Worker I/II position, Beckwourth District; discussion and possible action
- 2) Adopt **RESOLUTION** Pertaining to Conformity of the Bailey Creek Bridge Project and its Consistency with the Plumas County General Plan. **Roll call vote**
- 3) Award of Contract to Steelhead Constructors, Inc., the lowest responsive bidder, of \$1,954,545 for the Bailey Creek Bridge Replacement Project; discussion and possible action
- 4) Approve Contract between County of Plumas and Quincy Engineering of \$340,600 for professional services on the Baily Creek Bridge Replacement Project; discussion and possible action
- 5) **Solid Waste**: Approve operating parameters for the Green Waste Program and to create a petty cash account for the Chester Landfill; discussion and possible action
- 6) **Solid Waste**: Accept final report on Chilcoot property cleanup project as presented; discussion and possible action

6. **BOARD OF SUPERVISORS**

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

7. **CLOSED SESSION**

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public employee performance evaluation – Clerk of the Board
- B. Personnel: Public employee performance evaluation – Acting Chief Probation Officer
- C. Conference with Legal Counsel - Existing Litigation – Pedersen, et al., v. County of Plumas, et al., United States District Court for the Eastern District of California Case No. CIV S-89-1659 KJN, pursuant to subdivision (a) of Government Code § 54956.9
- D. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 - Plumas National Forest Travel Management Plan
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, July 14, 2015, Board of Supervisors Room 308, Courthouse, Quincy, California.

*Adjourn meeting in memory of
John Schramel
Plumas County Supervisor 1986 - 1993*

AGREEMENT

IBI

On this _____ day of _____, 20_____, based on the terms and conditions set forth in the document entitled "Rules and Regulations for Plumas County Facilities and Grounds" (hereinafter "Rules and Regulations"), incorporated herein by reference, the County of Plumas, a political subdivision of the State of California (hereinafter called "Licensor") and _____ (hereinafter called "Licensee") enter into this agreement for a license to use specified county property.

1. County grants a license to G. H. S. Boosters to use the facility/grounds at Greenville Town Hall on the following date(s) 6-7-18, 2015.
2. Licensee may use the premises under the following terms and conditions:
 - (a) Licensee shall pay to Licensor, for the use of the above-described location, the sum of _____, payable in advance. No refunds shall be paid by Licensor unless Licensee notifies Licensor of the cancellation of the event at least ten (10) days prior to the scheduled date of the event.
 - (b) Licensee shall provide Licensor a security deposit in the amount of \$ _____ to pay for any damages to the facilities/grounds and for any costs that the Licensor may incur in cleanup after the event.
 - (c) It is understood that Licensee's liability for damage or cleanup is not limited to the security deposit, but said sum of security deposit is the amount agreed to upon the parties to be deposited before the building shall be used.
 - (d) Fees are due and payable ten (10) days in advance upon application and assignment of the date of use.
 - (e) If alcohol will be served, Licensee shall provide a certificate of insurance in the amount of \$1,000,000 (one million dollars) naming Plumas County as additionally insured prior to the scheduled date of the event.
 - (f) Licensor shall not be liable to Licensee or any other person whomsoever for death or personal injury or for loss or destruction of, or damage to, property in, on or about the facility/grounds described above and any improvement thereon, and Licensee shall indemnify and hold harmless Licensor and its officers, agents and employees from and defend the same against any and all claims, liens, liability, expense (including attorneys' fees), losses and judgments arising from death or personal injuries or from the loss or destruction of, or damage to, property of any person whomsoever resulting from the use of the facility/grounds by Licensee, Licensee's officers, agents, contractors, permittees or employees.
 - (g) The County, in its sole discretion, may require the presence of security (at the licensee's expense) at any event prior to scheduling the rental of the facility.
 - (h) Any person or organization renting or using any County facility for an event shall not state or imply in any advertisement or communication regarding the event that the County in any way sponsors or supports the event.
 - (i) The undersigned Licensee states that he/she has read and understood the terms of this agreement and the "Rules and Regulations" and agrees to comply with all stated terms and conditions.

By: _____
County of Plumas

Date

By: LaVonne Smith
Applicant's Signature

6-17-15
Date



June 19, 2015

Dear Board of Supervisors,

We would like to ask for a waiver of fees for the Taylorsville Campground. We will be taking 32 7th and 8th graders camping, Sept. 2nd Sept. 4th. The first of the school year camping trip allows for students to do teambuilding activities, and relax in a different environment. This has proven to be quite successful in the past.

Thank you for your consideration in this matter.

Pam Lyman

Admin. Assistant/Field Trip coordinator

Indian Valley Academy





Office of the Sheriff *kl*

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

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: June 11, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood 

RE: Agenda Item for the meeting of July 7, 2015

Recommended Action:

Approve and authorize Auditor to pay Sav-Mor invoice in the amount of \$50.11 expenses incurred by the Sheriff's Office for a marijuana garden eradication.

Background and Discussion:

Supplies for SWAT team and support staff during a multiagency marijuana eradication in a remote area of the County. Given the location, weather and time required it was necessary to provide this support to maintain the officers' health and safety.

\$ SAW-MOR \$ FOODS

Store 17 - 1947 E. Main St, Quincy
Phone 530/283-2370

70330 526100

Case
2015-0046913

4 @ 3.28	CRYSTAL GYSR WATER	13.12 F
4 @ 1.20	CRV	4.80 F
	GATORADE WIDE	4.98 F
	CRV	0.40 F
	GATORADE WIDE	4.98 F
	CRV	0.40 F
	GATORADE	4.98 F
	CRV	0.40 F
	GATORADE WIDE	4.98 F
	CRV	0.40 F
6 @ 2.28	CRUSHED ICE	13.68 B
3 @ 0.68	SC ICE 2 BAGS	2.04-F
MC	SCANNED COUPON	1.00-F
MC	SCANNED COUPON	1.00-F
	TAX	1.03
	***** BALANCE, .	50.11

PAYMENT TYPE: SAV MOR CHARGE
AMOUNT: \$50.11
ACCOUNT NUMBER: 170027
INVOICE NUMBER: 59171306/09/15

VF	SAV MOR CHARGE	50.11
	CHANGE	0.00

TOTAL NUMBER OF ITEMS SOLD = 22

***** YOUR SAVINGS *****
MANFC COUPONS: 2.00
STORE COUPONS: 2.04
TOTAL SAVINGS: 4.04

06/09/15 10:34am 17 13 59 14999

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Recipes,
Ideas..



Office of the Sheriff *lc2*

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

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: June 25, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood 

RE: Agenda Items for the meeting of July 7, 2015

It is recommended that the Board:

Approve and sign the annual amendment to the Cooperative Law Enforcement Agreement between the Plumas County Sheriff's Office and the U.S. Department of Agriculture, Forest Service, Plumas National Forest, Exhibit B - FY 2015 Controlled Substance Annual Operating and Financial Plan - Plumas and Lassen National Forests in the amount of \$11,000.

Background and Discussion:

The Cooperative Law Enforcement Agreement between the Plumas County Sheriff's Department and the U.S. Department of Agriculture, Forest Service, Plumas National Forest #: 11-LE-11051360-206 is effective through September 30, 2015, at which time it will expire unless renewed. The purpose of this agreement is to maintain a cooperative effort between the parties to enhance State and local law enforcement in connection with activities on national forest service lands and provide for reimbursement to the Sheriff for the services provided.

Exhibit B will be in effect from October 1, 2014 through September 30, 2015. Exhibit B is updated annually so that changes can be made if applicable to the funding allocation, reimbursement rates, etc. The USFS enters into an agreement with the Sheriff for controlled substance operations on National Forest System lands (Exhibit B). The USFS reimburses the Sheriff's Office for controlled substance operations performed under the agreement on National Forest System lands.

Agreement has been approved as to form by County Counsel.



FS Agreement No. 11-LE-11051360-206
Cooperator Agreement No.
Modification No. 009

OPTIONAL

EXHIBIT B

**COOPERATIVE LAW ENFORCEMENT ANNUAL DRUG OPERATIONS PLAN &
FINANCIAL PLAN**
Between The
PLUMAS COUNTY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE
PLUMAS and LASSEN NATIONAL FORESTS

2015 CONTROLLED SUBSTANCE ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Plumas County Sheriff's Department, hereinafter referred to as "PCS," and the USDA, Forest Service, Plumas and Lassen National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #11-LE-11051360-206 executed on August 19, 2010. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning October 1, 2014 and ending September 30, 2015.

Previous Year Unexpended Funds: \$0.00

Current FY-15 Year Obligation: \$11,000

FY-2015 Total Annual Operating Plan: \$11,000

I. GENERAL:

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Greg Hagwood, Sheriff Plumas County 1400 East Main Street Quincy, CA 95971-9402 530-283-6300 FAX: 530-283-6344 E-mail: ghagwood@pcso.net	Roni Towery Plumas County Sheriff's Office 1400 East Main Street Quincy, CA 95971-9402 530-283-6375 FAX: 530-283-6344 E-mail: roni@pcso.net

Approved as to form:

Stephen J. Marcell, Deputy 6/27/15
COUNTY COUNSEL



Cooperator Alternate Contact
Steve Peay, Detective Plumas County Sheriff's Office 1400 East Main Street Quincy, CA 95971-9402 530-283-6363 FAX: 530-283-6344 E-mail: speay@pcso.net

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Scott McIntyre, Special Agent Plumas National Forest Feather River Ranger District 875 Mitchell Avenue Oroville, CA 95965-4699 Cell: 530-721-0739 E-mail: spmcintyre@fs.fed.us	Debby Gabriel, Program Budget Analyst Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 Office: 707-562-8645 FAX: 707-562-9031 E-mail: dgabriel@fs.fed.us

U.S. Forest Service Program Coordinator Contact
Kent Delbon, Assistant Special Agent in Charge Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 Office: 707-562-8649 Cell: 707-373-6672 FAX: 707-562-9031 E-mail: kdelbon@fs.fed.us

II. CONTROLLED SUBSTANCE OPERATIONS

Pursuant to IV- I of Agreement No. 11-LE-11051360-206, the following is in support of operations to suppress manufacturing and trafficking of controlled substances on or affecting the administration of National Forest System lands, with an emphasis on identification, apprehension and prosecution of suspects engaged in these activities:



A. The *U.S. Forest Service* agrees:

1. To reimburse **PCS** for expenditures associated with the detection of locations and activities related to illegal production and trafficking of controlled substances, including:
 - a. Ground reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.
 - b. Aerial reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.
2. To reimburse **PCS** for certain expenses resulting from investigative activities associated with investigating cases involving the illegal production or trafficking of controlled substances on or affecting the administration of National Forest system lands, including:
 - a. Surveillance operations to identify persons illegally producing or trafficking controlled substances.
 - b. Apprehension of persons suspected of producing or trafficking controlled substances.
 - c. Collection of evidence to support prosecution of persons suspected of illegally producing or trafficking controlled substances.
 - d. Prosecution of persons suspected of producing or trafficking controlled substances.
3. To reimburse **PCS** for expenses resulting from the removal of cannabis plants from National Forest System lands. When circumstances indicate that removal of the cannabis plants is required before an investigation to determine the person(s) responsible can be completed, eradication operations must be approved by the U.S. Forest Service prior to taking place.

Note: **PCS** retains the authority to eradicate cannabis plants from National Forest System lands without reimbursement from the U.S. Forest Service at its discretion.

4. To reimburse **PCS** for the costs of purchasing supplies and equipment used exclusively for activities described in items A.1, A.2 and A.3 of this Plan. Purchases must be agreed to and approved by the U.S. Forest Service.

Purchases may **not exceed 10% of the total allocation** without prior approval by the U.S. Forest Service Designated Representative.

B. PCS agrees:

1. Within its capability, to perform the following activities on National Forest System lands:
 - a. Detect and inventory locations associated with illegal production or trafficking of controlled substances, and notify the U.S. Forest Service of such locations as soon as possible.
 - b. Investigations to determine the person(s) responsible for manufacturing or trafficking controlled substances.
 - c. Upon request and prior approval of the U.S. Forest Service, remove cannabis plants from National Forest System lands.
2. To furnish all activity reports, crime reports, investigation reports, and other reports or records, resulting from activities identified in **Section II, A** of this Operating and Financial Plan to the affected Forests for review and forwarding to the Regional Office for processing.

C. The *U.S. Forest Service* and PCS mutually agree to the following:

1. The following rate schedule will apply to all expenditures that may be reimbursed to PCS under this agreement;

Salary (base)	\$47.00 per hour,
Reserves Salary (base)	\$25.00 per hour,
Salary (overtime)	\$ base + 1/2 per hour,
Per diem costs	\$42/M&IE + \$60/Lodging,
Travel (mileage and fares)	\$0.565 (4WD) & \$0.36 (2WD) per mile,
Helicopter flight time	Actual documented costs,
Supplies or equipment	Actual documented costs

2. The total expenditures of PCS that may be reimbursed may not exceed.... \$11,000. The total expenditures for item A.4 may not exceed..... 10% of the total allocation.

D. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or de-obligated at the request of the U.S. Forest Service.



III. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

PCS will furnish monthly itemized statements of expenses to the U.S. Forest Service for expenditures that may be reimbursed as identified in items II A.1, A.2, A.3, and A.4 of this Plan. Attachment A, Law Enforcement Billing Summary, Drug Enforcement, must be completed and submitted to the contacts in (a) below for each billing statement.

- a. Mail copies of itemized billing statements (Attachment A) to:

Debby Gabriel, Program Budget Analyst
Pacific Southwest Regional Office - LEI
1323 Club Drive
Vallejo, CA 94592

Send photo copy to:
Scott McIntyre, Special Agent
Plumas National Forest
Feather River Ranger District
875 Mitchell Avenue
Oroville, CA 95965-4699

- b. Send hard copy invoices to:

U.S. Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101 B Sun Ave NE
Albuquerque, NM 87109

Or fax to: (877) 687-4894

Or e-mail scanned invoice to: ASC_GA@fs.fed.us

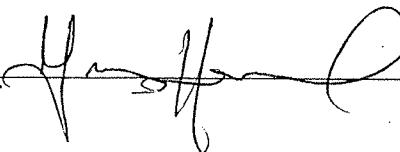
- c. Final billings for reimbursement on this Annual Operating Plan (AOP) must be received by the U.S. Forest Service before October 31, 2015 in order to receive payment.
- d. Annually update the registration of the County Sheriff's DUNS# on the System for Award Management (SAM) website at www.sam.gov for the verification of the EFT (Electronic Funds Transfer) banking information.

Job Code: NFLE0515 1360 \$11,000



In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

GREG HAGWOOD, Sheriff
Plumas County



6/25/15
Date

Chairman, Board of Supervisors
Plumas County

Date

DON HOANG, Acting Special Agent in Charge
U.S. Forest Service, Pacific Southwest Region

Date

The authority and format of this agreement has been reviewed and approved for signature.

Constance Zipperer
CONSTANCE ZIPPERER
Grants Management Specialist
U.S. Forest Service, Pacific Southwest Region

3 April 2015
Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



1/14

PLUMAS COUNTY PROBATION DEPARTMENT
CLINT ARMITAGE, INTERIM CHIEF PROBATION OFFICER
270 County Hospital Road, Ste. 128., Quincy, CA 95971
(530) 283-6200 Fax (530) 283-6165

DATE: June 18, 2015

TO: Honorable Board of Supervisors

FROM: Clint Armitage, Interim Chief Probation Officer 

SUBJECT: Contract between Plumas County and Lassen County for Lassen County Juvenile Detention Facility

Recommendation:

Approve and authorize the Interim Chief Probation Officer to sign the Contract between Plumas County and Lassen County for the use of the Lassen County Juvenile Hall Facility. Approve as to form by County Counsel.

Background:

As Plumas County does not have a juvenile hall, we must contract with surrounding counties to use their juvenile detention facilities when juveniles need to be detained in a secure setting. Plumas County Probation Department has contracted with Lassen County for the use of their juvenile detention facility in past years. A copy of the current agreement is on file with the Clerk of the Board.



Plumas County Office of Emergency Services

270 County Hospital Road #127
Quincy, California 95971

Phone: (530) 283-6367
Fax: (530) 283-6241

LE

Date: June 26, 2015

To: Honorable Board of Supervisors

From: Jerry Sipe

RE: Consent Agenda Item for July 7, 2015

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 June 2, 2015.

Until potential future impacts are less likely, it is recommended that the Board 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.

161

PROCLAMATION

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 15,000 of our country's young people each and every year.

WHEREAS, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

WHEREAS, founded over twenty years ago by Steven Firestein, a member of the philanthropic Max Factor family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. are dedicated to helping these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at Lucile Packard Children's Hospital at Stanford in Palo Alto, UCSF Benioff Children's Hospital, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection also sponsor Courageous Kid recognition award ceremonies, community Get Well cards and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer.

NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors, County of Plumas, State of California, that September is hereby proclaimed to be Childhood Cancer Awareness Month in Plumas County.

The forgoing Proclamation was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 21st day of July 2015, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors

162

RESOLUTION NO. 15-

RESOLUTION AUTHORIZING THE COUNTY HEALTH OFFICER TO APPOINT AN ALTERNATE COUNTY HEALTH OFFICER.

WHEREAS, the Plumas County Public Health Agency does not currently have a position designated to serve as the County Health Officer when the appointed County Health Officer for the County of Plumas is on vacation or otherwise unavailable to perform the duties of the office, and

WHEREAS, there are qualified persons able to serve as Alternate County Health Officer on an interim basis, who may currently serve for another California County in the event of the County Health Officer's unavailability; and

WHEREAS, Government Code sections 1190 and 24101 authorize county officers to appoint qualified alternates, and Government Code section 1194 provides that such alternates have the same powers as their appointing authority; and

NOW, THEREFORE, BE IT RESOLVED, that the duly appointed County Health Officer for the County of Plumas is hereby authorized to appoint an Alternate County Health Officer to serve on an interim basis during the absence of the County Health Officer, provided the Alternate County Health Officer is a graduate from an approved medical school and possession of a valid license to practice in the State of California.

BE IT FURTHER RESOLVED that a Notice of Appointment of Public Office will be completed and signed by the County Health Officer that will indicate the position and term of appointment.

BE IT FURTHER RESOLVED that an Oath of Office of Public Employee (Government Code Section 1360) will be recited and signed by the appointed Alternate County Health Officer.

BE IT FURTHER RESOLVED that all individuals appointed to the position of Alternate County Health Officer will be covered by County of Plumas medical malpractice insurance for the term of the appointment for all activities relating to their service as Alternate County Health Officer.

BE IT FURTHER RESOLVED, as authorized by Government Code Section 24001, the Board of Supervisors finds that it is in the interests of the County of Plumas to waive the requirement that the Alternate County Health Officer be an elector of the County of Plumas, and hereby waives such requirement.

BE IT FURTHER RESOLVED that in the event the County Health Officer is not able to secure the voluntary service of a County Health Officer in an adjacent or nearby county, compensation of the Alternate County Health Officer shall be established by contract approved in conformity with requirements set forth in the County Purchasing Policy.

PASSED AND ADOPTED by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on this 7th day of July, 2015 by the following vote:.

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

163

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

<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"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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Date: June 26, 2015

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for July 7, 2015

Item Description/Recommendation: Approve and direct the Chair to sign Agreement Number MAA2015RPHS with Ramsell Public Health & Safety, LLC in the amount of \$24,000.00.

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 local providers to extend programs and provide services to diverse populations throughout the county. Frequently providers exist within our community who are recognized as leaders and have been proven records of success in their areas of expertise.

A copy of the agreement is on file with the Clerk of the Board for your review.

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

164

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

<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"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Consent Item for July 7, 2015

Item Description/Recommendation: Approve and direct Chair to sign Amendment to Agreement Number 1-28-15 WIPFLI, LLP for a financial Report for Quincy Nursing and Rehabilitation Center for FY 2015-2016.

History/Background: AS the Board may recall, Wipfli, LLC prepared a mock financial statement based on the latest available audited financial statements and Medicare cost reports for Quincy Nursing and Rehabilitation Center in order to assess the financial impact of Plumas District Hospital Acquiring and operating the facility. Based on the reports it was not feasible for Plumas District Hospital to take over the facility.

With Plumas County public Health Agency and Plumas District Hospital's approval Wipfli LLC spent additional time on the financial report.

A copy of the Amendment is on file with the Clerk of the Board for your review.

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

Thank you.

C:\Documents and Settings\rosieolney\My Documents\BOS\Wipfli Amendment.doc

PLUMAS COUNTY MENTAL HEALTH SERVICES

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

Mimi Hall, Interim Director



Date: June 19, 2015

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for July 7, 2015

Recommendation: Approve a Resolution to approve Agreement Number 15-92111 with the Department of Health Care Services for the Performance of the Mental Health Services Act and authorize the Interim Mental Health Director to sign as the Boards designee.

Background Information: The California Department of Health Care Services (hereafter referred to as DHCS or Department) administers the Mental Health Services Act, Projects for Assistance in Transition from Homelessness (PATH) and Community Mental Health Services Grant (MHBG) programs and oversees county provision of community mental health services provided with realignment funds. Plumas County Mental Health must meet certain conditions and requirements to receive funding for these programs and community mental health services. This Agreement, which is County's performance contract, as required by Welfare and Institutions Code (W&I) sections 5650(a), 5847, and Title 9, California Code of Regulations (CCR), section 3310, sets forth conditions and requirements that County must meet in order to receive this funding. This Agreement does not cover federal financial participation or State general funds as they relate to Medi-Cal services provided through the Mental Health Plan Contracts.

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

RESOLUTION NO. 15-_____

RESOLUTION OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA, APPROVE AGREEMENT NUMBER 15-92111 WITH STATE OF CALIFORNIA, DEPARTMENT OF HEALTH CARE SERVICES AND AUTHORIZE THE INTERIM DIRECTOR OF MENTAL HEALTH TO SIGN AS THE BOARD'S DESIGNEE.

WHEREAS, In November 2004, California voters passed Proposition 63, which was enacted into law in 2005 as the Mental Health Services Act (MHSA) for the purpose of reducing the long-term adverse impact in individuals, families and state and local budgets resulting from untreated serious mental illness; and

WHEREAS, California Mental Health Services Act was designed to expand California's Public Mental Health Programs and services through funding received by a one percent tax on incomes in excess of one million dollars; and

WHEREAS, Counties use this funding for projects and programs for prevention and early intervention, community services and supports work force development and training, innovation, plus capital facilities and technology needs through mental health projects and programs; and

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

1. Approve and Accept Agreement Number 15-92111 from the State of California, Department of Health Care Services from July 1, 2015 through June 30, 2016; and
2. Authorize the Interim Director of the Department of Mental Health to sign Agreement and execute subsequent documents pertaining to Agreement Number 15-92111 as the Boards designee

The forgoing Resolution was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 7th day of July, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors

**GRIZZLY RANCH COMMUNITY SERVICES DISTRICT
c/o PLUMAS COUNTY ENGINEERING DEPARTMENT
555 MAIN STREET • QUINCY, CA 95971 • (530) 283-6222 • FAX (530) 283-6135**

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

County Engineer and Manager, GRCSD

2

AGENDA REQUEST

for the July 7, 2015 Meeting of the GRCSD Governing Board

June 29, 2015

To: Honorable Governing Board, GRCSD

From: Robert Perreault, Manager, GRCSD 

Subject: Acceptance of Ownership of the Grizzly Ranch Subdivision Water System
by the Grizzly Ranch Governing Board; discussion and possible action.

BACKGROUND:

On October 18, 2011, the Grizzly Ranch Governing Board took action on the project's several subdivision bonds, leading to the reduction and subsequent release of the guaranty bonds.

One of the outstanding issues at that time involved the acceptability of the water pressure testing results. After review of the matter, including the conclusions of the design engineer of record, the conclusions of an 3rd party water system engineer (retained by the developer) and the conclusions of another 3rd party water system expert (retained by GRCSD staff), it is the conclusion of the County Engineer that the existing water system has been constructed in accordance with the plans and specifications that were reviewed and approved by the former County Engineer.

Nevertheless, for reasons outside the jurisdiction of the County's Subdivision Regulations, the Developer has been unable to acquire a letter from the Fire Chief of the Beckwourth Fire District that indicates acceptance of the construction of the Grizzly Ranch Subdivision water system. Thus an impasse has existed since 2011.

During June 2015, the Fire Chief and the County Engineer agreed to co-sign a letter that recognizes the impasse, and, at the same time enable the GRCSD Governing Board to consider an unconditional acceptance of ownership of the Grizzly Ranch Subdivision Water System by the Grizzly Ranch CSD Governing Board.

A copy of the June 16, 2015 letter is attached.

RECOMMENDATION:

The County Engineer respectfully recommends that the Grizzly Ranch CSD Governing Board vote to accept ownership of the Grizzly Ranch Subdivision Water System.

Attachment

GRIZZLY RANCH COMMUNITY SERVICES DISTRICT
555 MAIN STREET • QUINCY, CA 95971 • (530) 283-6222 • FAX (530) 283-6134
Robert A. Perreault, Jr., P.E. County Engineer and Manager, GRCSD

June 16, 2015

Greg McCaffrey, Fire Chief
Beckwourth Fire District
180 Main Street
Beckwourth, CA 96129

RE: Grizzly Ranch Development, Emergency Water System

Dear Chief McCaffrey:

This letter follows attempts over the past several years to resolve an impasse between the Developer of the Grizzly Ranch Subdivision and the Fire Chief of the Beckwourth Fire District in regard to acceptance of the water system that currently serves the Grizzly Ranch Subdivision by the Governing Board of the Grizzly Ranch Community Services District (GRCSD).

The Grizzly Ranch CSD Manager acknowledges that the dispute is generally described as being the use of testing criteria: the Design Engineer of Record for the developer, and others, assert that the existing conditions of the water system satisfy industry standards in regard to fire flows. On the other hand, you are asserting that 17 out of 86 locations do not satisfy the fire flow criteria, as established by the Beckwourth Fire District. It is also noted that, since construction of the original water system, State law now requires fire sprinklers in new homes (except modular).

After reviewing the specific data associated with the above described dispute, the Manager of the Grizzly Ranch CSD has concluded that the Developer has constructed the water system in accordance to with the original plans and specification that were imposed upon the Developer in regard to the water system. Accordingly, the GRCSD Manager recommends that the Governing Board of the Grizzly Ranch CSD “accept” ownership of the constructed water system.

The purpose of this letter is to acknowledge that the above described dispute remains unchanged and to confirm that the Fire Chief of the Beckwourth Fire District has no objection to the acceptance of ownership of the constructed water system by the Grizzly Ranch CSD.

Very truly yours,


Robert A. Perreault
Robert A. Perreault, Jr., P.E.
County Engineer and Manager, GRCSD

In response to the foregoing, there is no objection by the Beckwourth Fire District as to the change of ownership of the Grizzly Ranch Subdivision Water System from the Grizzly Ranch Subdivision developer to the Grizzly Ranch Community Services District.

Beckwourth Fire Chief Greg McCaffrey

June 16, 2015

AGENDA REQUEST

For the July 7, 2015 regular meeting of the Governing Board of Supervisors

Date: June 29, 2015

To: Honorable Governing Board of the Beckwourth CSA

From: Robert Perreault, Manager of Beckwourth CSA 

Subject: Payment of Annual Permit Fee Invoices to the State Water Resources Control Board from FY 13/14

Background:

In June, 2015 Beckwourth CSA (BCSA) received a notice of collection on past due invoices totaling \$4,123.00 from the State Water Resources Control Board for FY 2013/14.

After researching the issue, BCSA Staff concluded that no invoices had been received from SWRCB for Fiscal Year 2013/14. Nevertheless, BCSA Staff agrees that the invoice amounts should be paid to the State. Thus, BCSA Staff acquired copies of the unpaid invoices. Because the invoices pertain to a past fiscal year, the Governing Board must approve the attached invoices for payment.

There are sufficient funds to pay the invoices in this fiscal year.

Note: Invoices for FY 2014/15 have already been received and previously paid.

Recommendation:

The Manager of the Beckwourth CSA respectfully recommends that the Governing Board authorize payment of the past due invoices for FY 2013/14 totaling \$4,123.00



INVOICE

RECEIVED

Annual Permit Fees Required by Sections 13260 & 13269 of the California Water Code

JUN 10 2015

FACILITY ID (WDID): 5A320104003
FACILITY NAME: BECKWOURTH WW PONDS
HWY 70
BECKWOURTH, CA 96129

COUNTY ENGINEER
INVOICE NO: WD-0089041
BILLING PERIOD: 07/01/13 - 06/30/14
INVOICE DATE: 10/30/2013
INDEX NO: 196724

 Total Amount Due by
Friday, November 29, 2013 \$ 2,183.00

BECKWOURTH CSA
ROBERT PERREAU
555 MAIN ST
QUINCY, CA 95971

Invoice details are shown on the back

STATE WATER RESOURCES CONTROL BOARD Annual Permit Fee

Facility ID: 5A320104003

Billing Period: 07/01/13 - 06/30/14

Invoice No: WD-0089041 Amount Due: \$ 2,183.00 Due By: Friday, November 29, 2013

PLEASE REMIT YOUR PAYMENT ON OR BEFORE THE DUE DATE SHOWN ABOVE. LATE PAYMENT COULD RESULT IN PENALTIES UNDER PROVISIONS OF THE WATER CODE SECTION 13261. THESE ACTIONS COULD INCLUDE DAILY PENALTIES IN ADDITION TO YOUR FEE OR OTHER ACTIONS DEEMED APPROPRIATE BY THE REGIONAL BOARD.

Make your check payable to State Water Resources Control Board

If you have any questions about this invoice, please call the Water Board at 530-224-4859.

 Retain this portion for your records

Please detach and return this portion with your payment

CHECK HERE FOR ADDRESS CORRECTION ON THE BACK

BECKWOURTH CSA
ROBERT PERREAU
555 MAIN ST
QUINCY, CA 95971
(530) 283-6222

INVOICE NO: WD-0089041

INDEX NO: 196724

(Please print the above number on check or money order)

AMOUNT DUE: \$ 2,183.00
BILLING PERIOD: 07/01/13 - 06/30/14
DUE BY: 11/29/13

FACILITY ID (WDID): 5A320104003
FACILITY NAME: BECKWOURTH WW PONDS
HWY 70
BECKWOURTH, CA 96129

SWRCB
PO BOX 1888
SACRAMENTO, CA 95812-1888



INVOICE

RECEIVED

Annual Permit Fees Required by Sections 13260 & 13269 of the California Water Code

JUN 10 2015

FACILITY ID (WDID): 5SSO10786
FACILITY NAME: BECKWOURTH CS
555 MAIN
QUINCY, CA 95971

COUNTY ENGINEER
INVOICE NO: WD-0088795
BILLING PERIOD: 07/01/13 - 06/30/14
INVOICE DATE: 10/30/2013
INDEX NO: 196478

BECKWOURTH CSA
ROBERT PERREAU
555 MAIN STREET
QUINCY, CA 95971

Total Amount Due by
Friday, November 29, 2013 \$ 1,940.00

Invoice details are shown on the back

STATE WATER RESOURCES CONTROL BOARD Annual Permit Fee

Facility ID: 5SSO10786

Billing Period: 07/01/13 - 06/30/14

Invoice No: WD-0088795 Amount Due: \$ 1,940.00 Due By: Friday, November 29, 2013

PLEASE REMIT YOUR PAYMENT ON OR BEFORE THE DUE DATE SHOWN ABOVE. LATE PAYMENT COULD RESULT IN PENALTIES UNDER PROVISIONS OF THE WATER CODE SECTION 13261. THESE ACTIONS COULD INCLUDE DAILY PENALTIES IN ADDITION TO YOUR FEE OR OTHER ACTIONS DEEMED APPROPRIATE BY THE REGIONAL BOARD.

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CHECK HERE FOR ADDRESS CORRECTION ON THE BACK

BECKWOURTH CSA
ROBERT PERREAU
555 MAIN STREET
QUINCY, CA 95971
(530) 283-6222

INVOICE NO: WD-0088795

INDEX NO: 196478

(Please print the above number on check or money order)

SWRCB
PO BOX 1888
SACRAMENTO, CA 95812-1888

AMOUNT DUE: \$ 1,940.00
BILLING PERIOD: 07/01/13 - 06/30/14
DUE BY: 11/29/13
FACILITY ID (WDID): 5SSO10786
FACILITY NAME: BECKWOURTH CS
555 MAIN
QUINCY, CA 95971



PLUMAS COUNTY MENTAL HEALTH COMMISSION

Dennis Thibeault, Chairman
Marie Rock-Strong, Assistant Chair

2014 Annual Report

ROLE OF THE COMMISSION

The Plumas County Mental Health Commission (PCMHC) is authorized by the California legislature in Section 5604 of the Welfare and Institutions code. The Commission's role is to advise the Plumas County Board of Supervisors and mental health director on the county's mental health program, including the review and evaluation of the community's mental health needs, services, facilities and special problems. All board and committee meetings are open to the public and subject to the Brown Act (Government Code, section 54950). The submission of an Annual Report is stated in the Bylaws. The report is divided into four sections: Major Activities, the Mental Health Services Act, Sierra House, Department Overview and Summary. Information was gathered from the Commission Minutes. Major Activities are organized under the Substance Abuse and Mental Health Services Administration's (SAMHSA) 8 Strategic Initiatives.

A. MAJOR ACTIVITIES

1. PREVENTION OF SUBSTANCE ABUSE AND MENTAL ILLNESS

- Tom Thompson, Department of Social Services/Child Protective Services, and Vikki Tuck, Commission member and staff of Plumas Rural Services, provided a presentation on Fetal Alcohol Spectrum Disorder (FASD). Presenters stressed that FASD is a preventable disability and that children in foster care can be evaluated to determine if they were subjected to alcohol or other drugs during gestation. Effects include inattention, memory problems, and hyperactivity.

2. TRAUMA AND JUSTICE

- In October, discussions commenced among criminal justice partners on broadening the present drug court to a multi-disciplinary court for veterans as well as a mental health court. Goals for improving communications between the court, mental health department, District Attorney, judge, and law enforcement were also raised.
- The Commission discussed Laura's Law and a committee was formed but has not convened. Laura's Law is California's law that provides community-based, assisted outpatient treatment (AOT) to a small population of individuals who meet strict legal criteria and who, as a result of their mental illness, are unable to voluntarily access community health services. To qualify for the program, the person must have a serious mental illness plus a recent history of psychiatric hospitalizations, jail incarcerations or acts, threats, or attempts of serious violent behavior toward self or others. San Francisco, Yolo and Nevada are among the counties that have approved Laura's Law. Nevada County has reduced its mental health incarcerations 40% since adopting Laura's Law.

- Former Probation Chief Dan Prince reported on the impact of Assembly Bill 109, the legislation initiated to reduce prison overcrowding. AB 109 involves individuals released from prison who were convicted of crimes not serious, not sexual, nor violent. Upon release to the local community, individuals serve their sentence in jail or are monitored by Probation. At the time, there were 18 inmates in the local jail and 15 to be released early and supervised by Probation. The Chief stressed the need of a collaborative approach for proper supervision and guidance.

About 25 youths are under Probation with some in placement at youth homes; generally more adults than youth are under supervision. Youth programs include "Girl's Circle" and "Boy's Council." Probation participates in the Plumas County Juvenile Justice Commission and Delinquency Prevention and refers juveniles and adults to County Mental Health Services as needed. The Probation Department has 17 employees and support staff.

3. MILITARY FAMILIES

- Jimmy LaPlante, Plumas County Veteran's Services Coordinator, joined the Commission. His participation has raised awareness of veterans' needs and increased referrals for services.
- In November, David Schaeffer, LCSW, made a presentation about the particular needs for Plumas County's 2,000 veterans including the prevalence of post-traumatic stress disorder (PTSD) for combat veterans. He advocated for local services because the Veteran's Administration Medical Center in Reno is a long commute for local veterans.

4. RECOVERY AND SUPPORT

- In June, the Plumas County chapter of the National Alliance on Mental Illness or NAMI disbanded after 10 years of efforts. The public has not displayed enough interest in meetings or public activities. A new committee was formed to explore options in the absence of NAMI and consider how to conduct the social outreach activities that NAMI affiliates undertake.
- In April, Commander Joe Edwards of the California Highway Patrol (CHP), presented on Crisis Intervention Training and that CHP is taking the lead to provide training throughout California. In San Rafael, CHP conducted a 40-hour training course with mental health professionals, clients, and family members. Commander Edwards conducted an introductory training in September to a broad group of collaborators. Next steps for Plumas County will depend on funding available for additional training.

5. HEALTH REFORM

- The Affordable Care Act, launched in January 2014, expanded access to mental health and substance abuse benefits and increased the demand for services. The managed care providers in Plumas County are Anthem and California Health and Wellness.

6. HEALTH INFORMATION TECHNOLOGY

- The department conducted a 4-day electronic billing training for staff on the King's View/Anasazi system in August.
- The department's budget for \$88,000 to replace older computers was approved by the Board of Supervisors.
- The department is contracting with Mike Geiss for financial analysis and strategy planning and Gary Ernst.

7. DATA, OUTCOMES, AND QUALITY

- Michael Gunter, LMFT, reported on the department's 2013 Quality Assurance/Quality Improvement Annual Report. The report is based on surveys completed by mental health clients; about 20% of clients participated. Gunter noted the increase in clients with serious conditions. Acute psychiatric cases are expensive as indicated in the \$13,000 cost for one hospitalization of 6 days. Regarding psychiatrist appointment attendance, about 20% of clients did not attend their scheduled session with the psychiatrist who visited the county monthly. With the current system for tele-psychiatry, consumers can access consultations weekly. One formal grievance was filed against the department.

8. PUBLIC AWARENESS AND SUPPORT

- In the past year, transitions in departmental leadership and external factors including the launch of the Affordable Care Act have raised visibility of the mental health department and the need for services. Assembly Bill 109 and the establishment of an Alternative Sentencing Program under the District Attorney's Office made new demands for collaboration with criminal justice partners, including mental health. Staff changes, use of video-conferencing for psychiatric care instead of in-person appointments, lack of capacity, and the need for developing a new 3-year MHSA plan added to the internal challenges. Suicides, criminal activity, and deaths involving alleged mental illness created additional challenges.

B. MENTAL HEALTH SERVICES ACT

A 3-year plan for the period 2015-2017 was developed and approved by the County Board of Supervisors in December.

C. SIERRA HOUSE

Plumas County is one of two counties that owns and operates a board and care facility for mentally ill adults that require daily supervision and support. On May 12, 2014, a resident of the Sierra House was found dead. Information published in the local newspaper raised concerns about client confidentiality and the Board of Supervisors discussed matters in closed session. Security is a concern for the Sierra House due to a theft of medications that were locked in the Sierra House. Staffing is also a concern due to transitions and a shortage of drivers.

D. DEPARTMENT OVERVIEW

In 2014, two reports provided a departmental review of and recommendations for change.

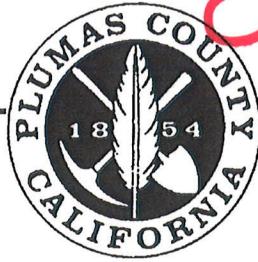
- (1) The 2013-2014 Grand Jury Report advocated for development of a Behavioral Health Model to align with the State, and raised concerns about tele-psychiatry and the protocol for 5150. Section 5150 is a section of the California Welfare and Institutions Code (WIC) which authorizes a qualified officer or clinician to involuntarily confine a person suspected to have a mental disorder that makes him or her a danger to themselves, a danger to others, and/or gravely disabled.
- (2) The Plumas County Board of Supervisors requested an organizational review of the department by an outside consultant, Kemper Consulting Group. The Kemper Report recommended 44 improvements to the current delivery system.

E. SUMMARY

In 2014, the Mental Health Commission experienced considerable variance in commission membership and attendance as members joined and others left.

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 July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Conduct a PUBLIC HEARING on the Proposal to Abandon Sierra Valley McNella Lane (County Route 117A) in Sierra Valley, located in Sierra Valley, County of Plumas; discussion, possible action and/or direction to staff.



Background and Discussion

On June 9, 2015, the Plumas County Board of Supervisors adopted Resolution No. 15-8075, "Notice of Intention to Abandon (Vacate) Sierra Valley McNella Lane (County Road 117A), Located in Sierra Valley, County of Plumas, California," copy attached for reference.

Sierra Valley McNella Lane (County Route 117A) is currently included on the Plumas County List of Maintained County Roads. The length of Sierra Valley McNella Lane is 3.23 miles. The County roadway is unpaved and runs generally east to west between Sierra Valley Road (County Route 117) and Harriet Lane (County Route 118). See: Location Map of Sierra Valley McNella Lane (County Route 117A), copy attached. The adjoining landowners are in agreement with the requested abandonment. The County possesses no portion of this roadway in fee title, or by a formal easement. The County does, however, assert ownership of roadway prescriptive rights.

The Resolution was adopted in response to a request received by the Plumas County Public Works Department from Mr. Dave Roberti, et al, to abandon Sierra Valley McNella Lane (County Route 117A), as a County roadway. See the attached letter, dated December 31, 2014.

Upon receipt of the attached letter, Public Works staff conducted a field review of the roadway and then solicited input from potentially affected agencies, including:

Plumas County Planning Department
Plumas County Sheriff's Office
Plumas County Building Department
Plumas County Agricultural Commissioner
Plumas County Office of Emergency Services
California Department of Forestry & Fire Protection
Sierra Valley Fire Protection District.

No objections to the request to abandon (vacate) were received from any of the above agencies. The Planning Department did note that a General Plan Consistency Determination, is required and the Department of Public Works submitted a formal request for such action to the Planning Department on April 27, 2015.

Generally speaking, the procedure for abandoning, or vacating, a County roadway is as follows:

1. Authority and procedure for the abandonment (vacation) of a County roadway is contained within the California Streets and Highway Code.
2. The Board of Supervisors may establish a specific date and time to conduct a “Public Hearing” on the consideration of the Request to Abandon (Vacate). This action will be in the form of adoption of a resolution. Note: if a Public Hearing is scheduled and conducted, it does not indicate support or objection to the Request to Abandon (Vacate). Such a determination will be made at the conclusion of a Public Hearing and subsequent discussion by the Board of Supervisors.
3. Once a specific date and time to conduct a “Public Hearing” on the consideration of the Request to Abandon (Vacate) is established by the Board of Supervisors, County staff will advertise and post notice of the opportunity for the Public to participate at the Public Hearing.
4. The Public Hearing will be conducted by the Board of Supervisors at the date and time previously established by the Board of Supervisors (per Resolution identified in Item 2, above).
5. The Board of Supervisors will discuss and consider all submitted testimony.
6. The Board of Supervisors will make a decision: to either abandon (vacate) the roadway, with or without conditions; to not abandon (vacate) the roadway, or, to continue the matter.
7. If there is a decision to abandon (vacate) the roadway, Public Works staff will implement any conditions that require subsequent County activity (such as preparation of deeds, recordation of documents, etc.), all in conjunction with County Counsel.
8. The roadway is officially abandoned (vacated) only when all necessary documents are filed with the Plumas County Clerk/Recorder.

On July 7, 2015, the process will be at Step #4, Step #5 and possibly Step #6, pertaining to the procedure listed above.

Recommendation

Public Works staff respectfully recommends that the Board of Supervisors to confirm the Board’s intention to abandon Sierra Valley McNella Lane (County Route 117A), by issuing the following direction to Plumas County staff::

1. Public Works staff is to coordinate with the petitioners such that the affected parties propose the necessary access and utility easements amongst themselves to assure that the County's subsequent abandonment of Sierra Valley McNella Lane does not damage owners of property that presently abut Sierra Valley McNella Lane, and
2. Public Works staff is to prepare a map of Sierra Valley McNella Lane (County Route 117A) that:
 - A. Depicts approximate, existing centerline stations, and
 - B. Depicts the disposition of the abandoned roadway areas in regard to existing parcels, and
3. Public Works staff, in conjunction with County Counsel, is to prepare a Quitclaim Deed, or other appropriate roadway abandonment (vacation) document, for consideration by the Board of Supervisors, and
4. Once the documents identified in #1, #2 and #3, above, the Planning Director is to prepare a General Plan Consistency Determination, and
5. Once the above identified documents are ready for consideration by the Board of Supervisors, Public Works staff is to schedule a second Public Hearing, including:
 - A. Re-notification by publication of hearing date and time in the *Portola Reporter*, for two (2) successive weeks prior to the date fixed for the hearing, and
 - B. Re-posting the notice for road abandonment along the right-of-way of the roadway proposed to be abandoned (vacated), pursuant to Streets and Highways Code Section 8323.

Attachments:

Letter from Mr. Dave Roberti, et al, dated December 31, 2015
Location Map of Sierra Valley McNella Lane (County Route 117A)
Parcel Ownership Map in Vicinity of Sierra Valley McNella Lane
Memorandum to Agencies, dated March 5, 2015

Robert Ranch, Inc.
Robert Family Properties, LLC
P.O. Box 35
Loyalton, CA 96118
(530) 993-4097 or (530) 993-4550

RECEIVED
DEPARTMENT OF PUBLIC WORKS
PLUMAS COUNTY, CALIF.

December 31, 2014

Mr. Bob Perreault, Jr.
Plumas County Director of Public Works
1834 East Main Street
Quincy, CA 95971

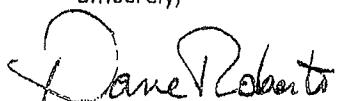
Dear Mr. Perreault,

As adjoining land owners of McNair Lane we would like to request the abandonment of it. Unfortunately, McNair Lane has become a nuisance to the landowners with vehicles parking all hours of the day and night, dumping of garbage, livestock stolen, vandalism, shooting things out and people starting bon-fires. We have great concern about the liability and risks involved.

We would greatly appreciate your consideration on this matter. We would like to request a meeting to discuss further how we can pursue the abandonment of McNair Lane. Please feel free to contact us or the adjoining land owners Mr. & Mrs. Jack Sparrowk and Mr. & Mrs. Bob Silva.

Thank you for your time and we look forward to hearing from you.

Sincerely,


Dave Roberti

Dave Roberti


Richard Roberti

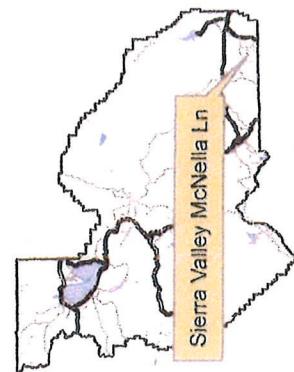
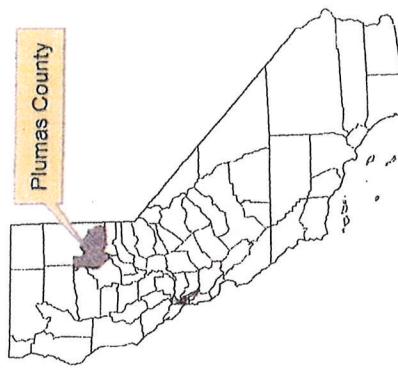

James Roberti

James Roberti

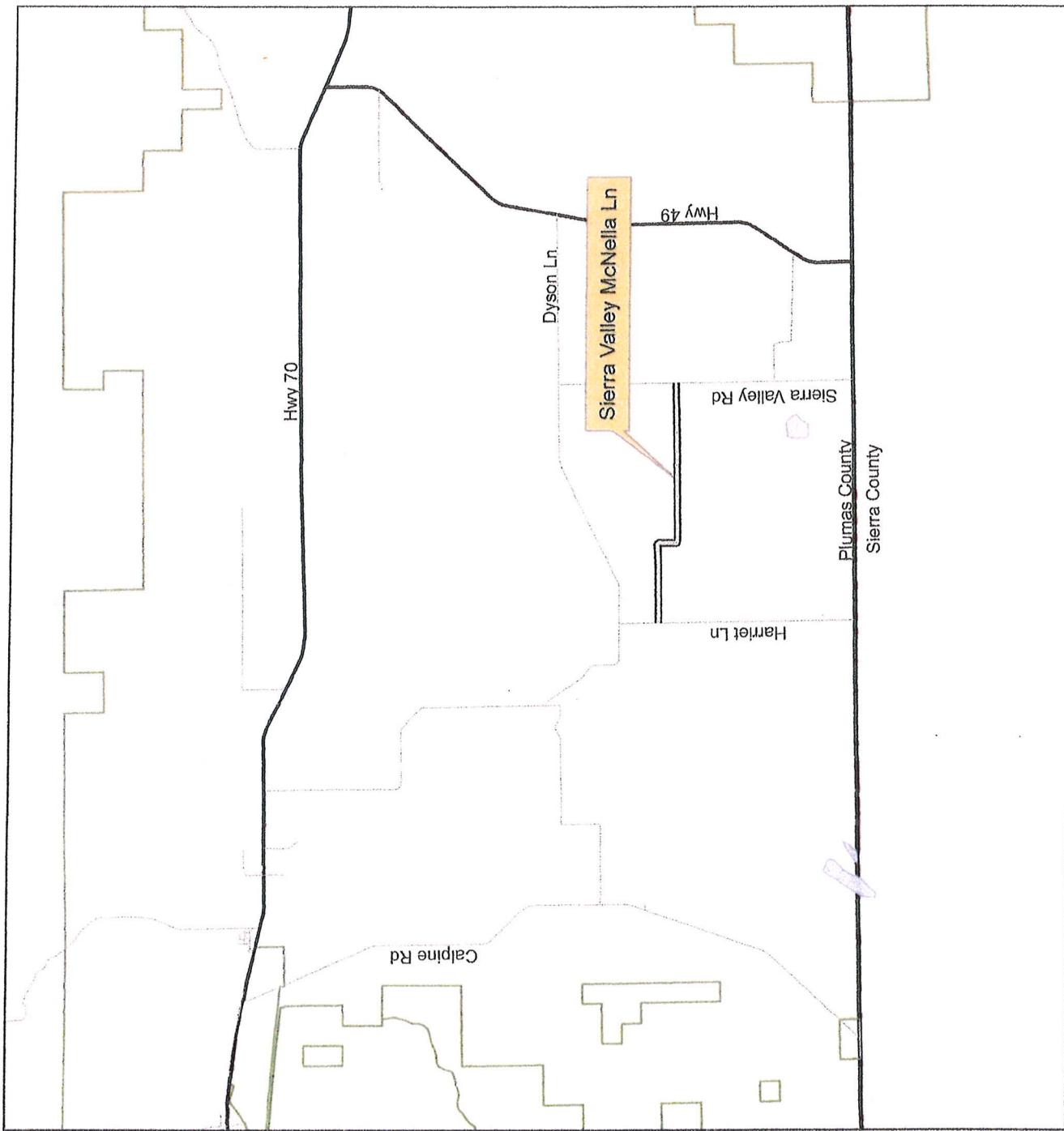
Cc: Supervisor Swofford
Mr. & Mrs. Jack Sparrock
Mr. & Mrs. Bob Silva

Contact Information -
Mr. & Mrs. Jack Sparrowk
P.O. Box 657
Clements, CA 95227
beverly@sparrowk.com

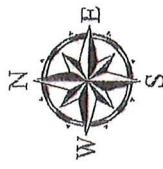
Mr. & Mrs. Bob Silva
10030 Five Mile Drive
Ione, CA 95640



Prepared By:
Plumas County Public Works
March 2015

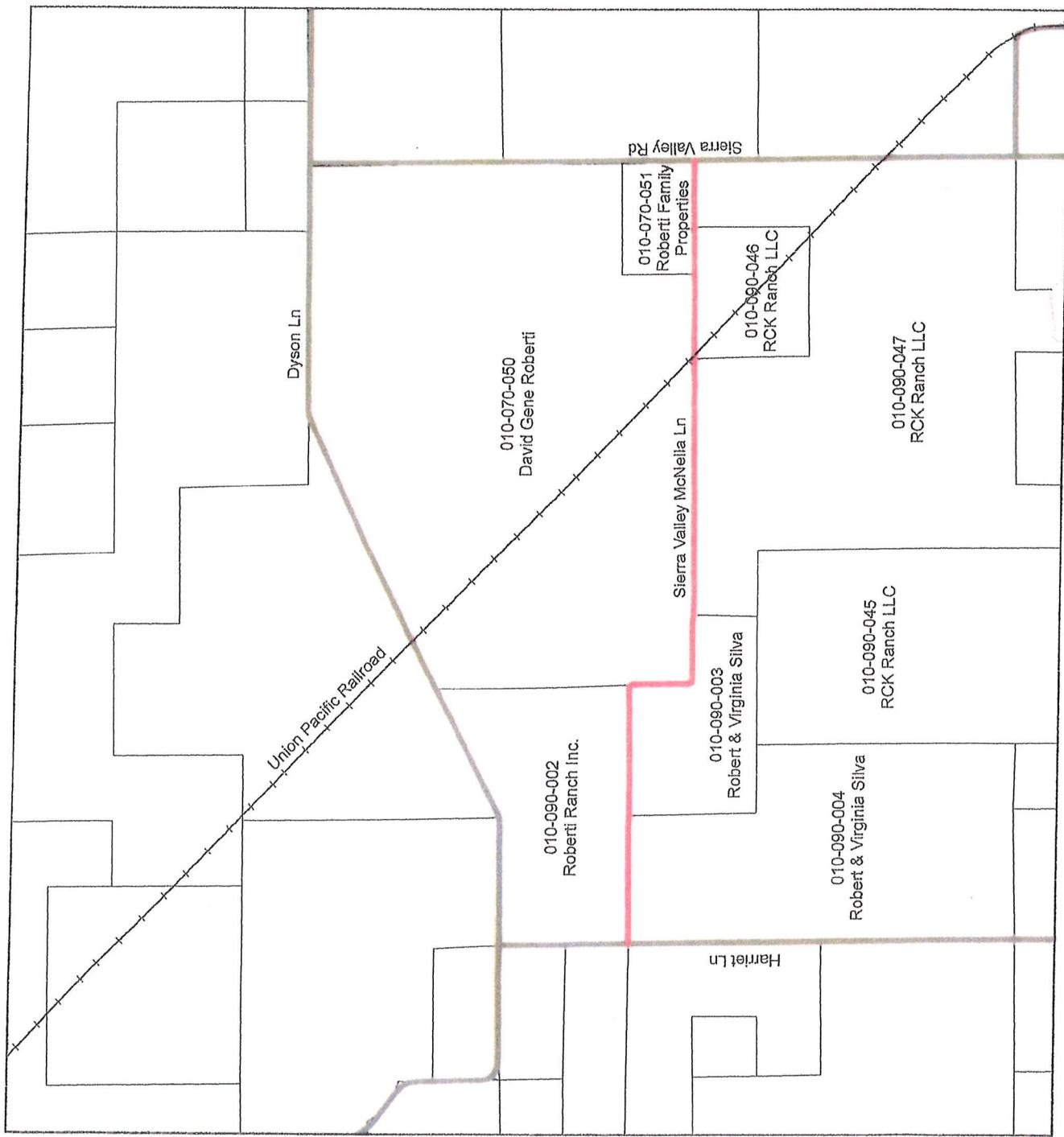
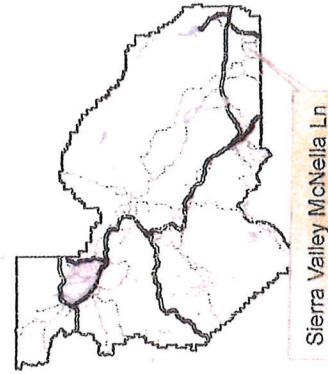
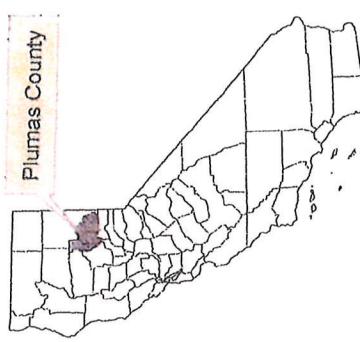


Location Map - Sierra Valley McNella Ln



Legend

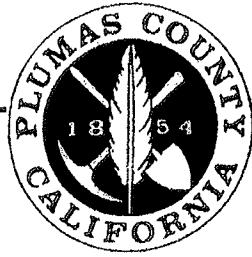
- railroad
- Existing Roadways
- Existing Roadway to be Vacated



Ownership - Sierra Valley McNella Ln

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



Memorandum

Copy

Date: March 5, 2015

To: Plumas County Building Department
Plumas County Planning Department
Plumas County Farm Advisor
Plumas County OES
Plumas County Sheriff
Sierra Valley Fire Protection District
California Highway Patrol
Cal Fire

From: Bob Perreault

Re: Proposed abandonment of a portion of Sierra Valley – McNella Lane (CR 117A)

The Plumas County Department of Public Works has received a proposal from an adjoining landowner to abandon a portion of Sierra Valley – McNella Lane. Please see the attached location map. Before making a determination on this request, Public Works is seeking input from various Department and agencies that may be affected by the proposal.

If you have a concern or comment on the proposed abandonment, please let us know by March 20, 2015.

For more information, please contact Deputy Public Works Director, Joe Blackwell at 283-6268 for more information.

Robert A. Perreault
Robert A. Perreault, Director
Department of Public Works

Cc: Plumas County Counsel

5B1

ORDINANCE NO. 2015-

AN ORDINANCE OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA,
REZONING CERTAIN REAL PROPERTY TO ADD THE FARM ANIMAL COMBINING ZONE (F)

The Board of Supervisors of the County of Plumas, State of California, ORDAINS as follows:

Section 1. Creation of Zone.

The following real property, as depicted in Exhibit "A", is hereby rezoned to add the Farm Animal Combining Zone (F) as the terms are described in the Plumas County Code, retaining the 2-R and 7-R (Single-Family Residential), C-2 (Periphery Commercial), MH (Manufactured Home), FP (Flood Plain), SP-ScA (Special Plan Scenic Area), and Special Plan Design Review Area (Special Plan Design Review Area as currently exist.

The real properties herein described are located at 796 Valley View Drive, 681 Main Street, and 189 Crescent Street, Quincy, unincorporated Plumas County, CA; more particularly described as Assessor's Parcel Numbers 115-221-002, 115-011-004 and 115-011-039; T24N/R9E/Sections 14, 15, MDM.

Section 2. Zoning Plan Maps.

The Plumas County Planning Director is hereby directed to reflect the zoning as provided for in this ordinance and pursuant to Section 9-2.302 of the Plumas County Code.

Section 3. Codification.

No sections of this ordinance shall be codified.

Section 4. Publication.

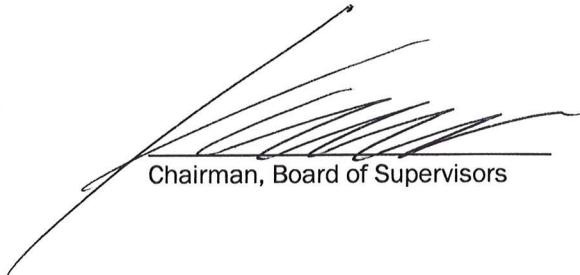
This ordinance shall be published, pursuant to Section 25124(a) of the Government Code of the State of California, before the expiration of fifteen days after the passage of the ordinance, once, with the names of the supervisors voting for and against the ordinance, in the *Feather River Bulletin*, a newspaper of general circulation in the County of Plumas.

Section 5. Effective Date.

This ordinance shall become effective thirty (30) days from the date of final passage.

The foregoing ordinance was introduced at a regular meeting of the Board of Supervisors on the 16th day of June, 2015, and passed and adopted on the _____ day of _____, 2015 by the following vote:

AYES: Supervisors:
NOES: Supervisors:
ABSENT: Supervisors:



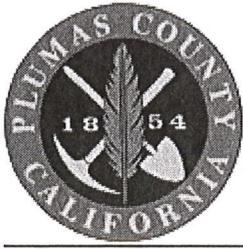
Chairman, Board of Supervisors

ATTEST:

Clerk of said Board of Supervisors

EXHIBIT A





5B2

PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street, Quincy, CA 95971 www.countyofplumas.com
(530) 283-7011

DATE: July 7, 2015

TO: Honorable Chair and Member of the Plumas County Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director

RE: Ordinance of the Board of Supervisors to amend County of Plumas County Code to allow the creation of easements through the execution and recordation of covenants.

Background:

A hotel and a small commercial building are proposed to be constructed on commercial properties along County Road A-15 within the Gold Mountain project. The hotel, presently under construction, and the commercial building will share the same parking area, and a portion of this parking area will also be used for parking for future commercial development on other parcels in the area per the Gold Mountain Planned Development permit. Please note that these other commercial parcels, which are not being developed at this time have areas for parking. However, the Gold Mountain Planned Development Permit also allocated parking in the area of the hotel development to these other commercial parcels. The hotel, small commercial building and parking for the other commercial parcels are all separate legal parcels. Because of this sharing parking between hotel and commercial areas there is the need to address long term maintenance of the parking area such that there is adequate coordination and responsibility between the parties owning the parcels to insure the parking area is maintained adequately in the future.

Planning Staff have worked with County Counsel on the this issue and as a result the attached ordinance is recommended to insure the long term maintenance of the parking area for the hotel parcel and other commercial parcels benefiting from this parking area. While the present owner of these parcels is willing to create easement documents to insure long term maintenance of the parking area, there is no ability for this entity to give an easement to itself. The proposed ordinance will provide that legal mechanism via the execution of covenants. The proposed ordinance will cover the entire County except for the City of Portola and can be applied in a similar situation, such as the situation in the Gold Mountain Develop, if such should arise.

ACTIONS FOR CONSIDERATION

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

- I. Approve the Introduction of the Ordinance to amend the County of Plumas County Code to allow the creation of easements through the execution and recordation of covenants and waive the first reading.

Attachment:

Ordinance of the Board of Supervisors of the County of Plumas to amend the Plumas County Code to allow the creation of easements through the execution and recordation of covenants

ORDINANCE NO. _____

**ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS
TO AMEND THE PLUMAS COUNTY CODE TO ALLOW THE CREATION OF
EASEMENTS THROUGH THE EXECUTION AND RECORDATION OF COVENANTS**

The Board of Supervisors of the County of Plumas does ORDAIN as follows:

SECTION 1.

A. The Plumas County Planning Director and the Plumas County Building Official have recommended the addition of Chapter 11, "Creation of Easements Through the Execution and Recordation of Covenants", to Title 9 of the Plumas County Code as hereinafter set forth; and

B. The Board of Supervisors, after due consideration of the recommendation and at regular public meeting held on _____, 2015, finds that the proposed addition is in the public interest and will promote the public health, safety, and welfare.

SECTION 2.

Chapter 11, "Covenants of Easement", is hereby added to Title 9 of the Plumas County Code to read as follows:

**Chapter 11. CREATION OF EASEMENTS THROUGH THE EXECUTION
AND RECORDATION OF COVENANTS**

9-11.010 Purpose and Authority

The purpose of this chapter is to implement California Government Code sections 65870-65875, inclusive, regarding the creation of easements through the execution and recordation of covenants.

9-11.020 Creation

In addition to any other method for the creation of an easement, an easement may be created by a recorded covenant of easement made by an owner of real property to the County, in accordance with the procedures set forth in this chapter.

9-11.030 Purpose of Easement

An easement may be created pursuant to this chapter for one or more of the following purposes: parking, ingress, egress, emergency access, light and air access, landscaping, or open space purposes.

9-11.040 Common Ownership

At the time of the recording of the covenant of easement, all the real property benefited or burdened thereunder shall be in common ownership. The covenant shall be effective when recorded and shall act as an easement pursuant to Chapter 3 (commencing with Section 801) of Title 2 of Part 2 of Division 2 of the Civil Code, except that it shall not merge any other interest in real property. Section 1104 of the Civil Code, Easements Passing with Property, shall be applicable to the conveyance of the affected real property.

9-11.050 Enforcement

A covenant executed pursuant to this Chapter shall be enforceable by the successors in interest to the real property benefited by the covenant.

9-11.060 Contents

The form of covenant of easement recorded pursuant to this part shall be approved as to form by the County Counsel and include the following:

- (a) Legal descriptions of the real property subject to the easement and the real property benefited by the easement; and
- (b) An identification of the approval, permit, or designation granted which relied upon or required the covenant; and
- (c) A maintenance provision for the easement; and
- (d) A provision providing that the burdens of the covenant of easement shall be binding upon, and the benefits of the covenant shall inure to, all successors in interest of the real property.

9-11.070 Execution

The covenant of easement shall be executed and acknowledged by the record owner[s] of the real property subject to, and benefited by, the easement.

9-11.080 Recordation and Effect

The covenant of easement shall be recorded with the Plumas County Recorder's office. The recorded covenant of easement shall impart notice thereof to all persons to the extent afforded by the recording laws of the State of California. Upon recordation, the burdens of the covenant shall be binding upon, and the benefits of the covenant shall inure to, all successors in interest to the real property.

9-11.090 Release of Covenant

- (a) The covenant of easement may be released in accordance with the procedure set forth in this section.
- (b) Any person, whether or not that person has title to the real property burdened or benefited by the easement, may file a written request for a public hearing on the release of the covenant of easement. The request for hearing shall be filed with the Clerk of the Board of Supervisors

and shall include the following: (1) A conformed copy of the recorded easement; (2) legal descriptions of the real property benefited and burdened by the easement; (3) a statement that the request for hearing is being filed pursuant to the provisions of this chapter; and (4) a fee prescribed by the master fee schedule as determined pursuant to Section 9-11.100.

(c) Upon notification and receipt of the request for release of covenant, the Board of Supervisors shall hold a public hearing regarding a release of covenant of easement recorded pursuant to this chapter. At the conclusion of the public hearing, the Board of Supervisors shall determine and make a finding by resolution, based upon substantial evidence contained in the request and/or presented at the public hearing, whether the restriction imposed by the covenant of easement is still necessary to achieve the land use goals of the County. If the Board of Supervisors determines that the covenant may be released, the city shall cause to be recorded with the Plumas County Recorder's Office a release of the

9-11.100 Fees

The Board of Supervisors may adopt by resolution a fee to recover the reasonable cost of processing the release of the covenant from those persons requesting the release pursuant to Section 9-11.090 of this chapter.

9-11.110 Standing to Enforce or Challenge

Nothing in this chapter shall create in any person other than the County of Plumas and the owner of the real property burdened or benefited by the covenant of easement standing to enforce or to challenge the covenant or any amendment thereto or release therefrom. The County shall have the right, but not the obligation to enforce the covenant.

SECTION 3.

The Board of Supervisors finds that the changes effected by this ordinance are exempt from the provisions of the California Environmental Quality Act (CEQA), per section 15061 of CEQA Guidelines, because it can be seen with certainty that there is no possibility that the project will have a significant effect on the environment.

SECTION 4.

This ordinance shall become effective thirty (30) days after its date of final adoption. It shall be published in the *Feather River Bulletin*, a newspaper of general circulation in Plumas County, within fifteen (15) days of final adoption. Section 3 of this ordinance shall be codified; the remainder shall be uncodified.

Introduced at a regular meeting of the Board of Supervisors on the 7th day of July 2015, and passed and adopted by the Board of Supervisors of the County of Plumas, State of California, on the 14th day of July 2015, by the following vote:

AYES: Supervisors:

NOES: Supervisors:

ABSENT: Supervisors:

Chairperson, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors



Office of the Sheriff *5c*

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

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: June 16, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood

RE: Agenda Item for the meeting of July 7, 2015

RECOMMENDATION:

Approve budget transfer for AB443 - Sheriff in the amount of \$6,000.00. The transfer is from Overtime (51060) to Out of County Travel (527500).

BACKGROUND & DISCUSSION:

The FY 14/15 Administrative and Budgetary Controls require transfers to/from wages and benefits to be approved by the Board of Supervisors.

This is a budget transfer request for AB443 in the amount of \$6,000.00 transferring funds from Overtime (51060) to Out of County Travel (527500) to cover anticipated expenses for the remainder of the fiscal year.

The expenses for mandated and required training have exceeded the amount budgeted and a transfer is needed to cover the remaining costs for the fiscal year. Overtime costs have been less than anticipated and funds are available to transfer.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: AB443 Dept. No: 70331 Date 6/16/2015

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, out of a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets, out of a 51XXX	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

(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) Transfer to cover shortage in account

B) Expenses less than anticipated

C) Expenses to be incurred this fiscal year

D) N/A

Approved by Department Signing Authority:

Ron Lowry

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: _____ Agenda Item No. _____

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



5D

PLUMAS COUNTY PROBATION DEPARTMENT
CLINT ARMITAGE
INTERIM CHIEF PROBATION OFFICER
270 County Hospital Road, Ste. 128., Quincy, CA 95971
(530) 283-6200 Fax (530) 283-6165

DATE: June 17, 2015

TO: The Honorable Board of Supervisors

FROM: Clint Armitage, Interim Chief Probation Officer *(CA)*

SUBJECT: Approval of Resolution

Recommendation:

Approve a Resolution waiving the PERS 180-day sit-out period for a retired annuitant to perform the duties of Probation Assistant.

Background:

Michael Nolta retired March 24, 2015, from the Plumas County Probation Department where he had served as Probation Assistant. Due to his extensive experience as a California Highway Patrol Officer, Mr. Nolta was utilized for high risk transports as well as drug testing of substance abusers. During the current recruiting period, it is critical to maintain this capacity, and Mr. Nolta is willing to work as extra help to assist the Probation Department.

**COUNTY OF PLUMAS
RESOLUTION NO. 15-_____**

**WAIving THE 180 DAY SIT-OUT PERIOD FOR A RETIRED ANNUITANT TO
PERFORM THE DUTIES OF PROBATION ASSISTANT**

WHEREAS, the State Legislature has adopted AB 340 in order to implement comprehensive pension reform through the enactment of the California Public Employees' Pension Reform Act of 2013 (PEPRA) as well as other statutory changes; and

WHEREAS, PEPRA applies to all public employers that participate in the California Public Employees' Retirement System (PERS) on or after January 1, 2013; and

WHEREAS, California Government Code section 7522.56, as enacted in PEPRA, requires newly retired persons to sit out for at least 180 days before returning to work for an employer in the same retirement system in which they receive a retirement allowance; and

WHEREAS, an exception can be made if a county's Board of Supervisors certifies that the nature of the employment and the appointment is necessary to fill a critically needed position and the 180 days has not yet passed; and

WHEREAS, Michael Nolta has been employed by the County as a Probation Assistant since March of 2014 and prior to that had 18 years of experience as a California Highway Patrol Officer; and

WHEREAS, Mr. Nolta will retire from County service on or about March 24, 2015 and will not be accepting a retirement incentive upon retirement; and

WHEREAS, Mr. Nolta has attained "normal retirement age," as that term is used in Government Code section 21220.5, and therefore no bona fide separation is required under Government Code section 21220.5; and

WHEREAS, Mr. Nolta possesses specialized skills as a former peace officer, including extensive training and experience in officer safety, transporting high risk individuals and administering drug and alcohol tests; and

WHEREAS, although a recruitment has begun to fill the vacant position of Probation Assistant within the Probation Department, it is anticipated that it will take several months to recruit and train an appropriately qualified candidate; and

WHEREAS, it is anticipated that the recruitment period for the Probation Assistant position will create a gap in essential and critical functions within the Probation Department, which consists of only two other full- time Probation Assistants who have a number of other duties; and

WHEREAS, the Probation Assistant position also serves as the Training Specialist for Officer Safety, Transporting of High Risk Offenders and Drug and Alcohol Testing; and

WHEREAS, it is proposed that the 180-day waiting period be waived to allow Mr. Nolta to return to work after his retirement date on an interim appointment, not to exceed nine hundred and sixty hours, while the recruitment for the Probation Assistant position is ongoing, and shortly thereafter to provide training to the new incumbent;

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

1. The Board of Supervisors certifies that the employment of Michael Nolta is necessary to fill a critically needed position before the 180 day sit-out period required by Government Code Section 7522.56 has passed.
2. The County needs Mr. Nolta's specialized knowledge and technical skills to perform the duties and functions of a Probation Assistant, including service as a Training Specialist, during recruitment for a permanent replacement for this position.
3. Mr. Nolta will be employed at \$15.29 per hour, which is his current hourly base rate for the Probation Assistant position, and no other compensation or benefits shall be provided.
4. Mr. Nolta shall not work more than nine hundred and sixty (960) hours during this interim appointment.
5. Mr. Nolta has certified in writing that he did not, during the 12-month period preceding the reemployment date of July 7, 2015, receive unemployment insurance arising from prior employment with the County.
6. This Resolution was adopted at a properly noticed public meeting and was not placed on the consent calendar, in compliance with Government Code section 7522.56(f)(1).
7. This appointment shall be effective beginning July 7, 2015.

PASSED AND ADOPTED this 7th day of July, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Kevin Goss, Chair
Board of Supervisors

ATTEST: _____
Nancy DaForno, Clerk of the Board

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

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

Email: gaylatrumbo@countyofplumas.com



5E

DATE: June 29, 2015

Gayla S. Trumbo
Human Resources Director

TO: The Honorable Board of Supervisors

FROM: Gayla Trumbo, Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF JULY 7, 2015.

RE: ADOPT RESOLUTION TO AMEND THE SALARY CLASSIFICATION OF THE HUMAN RESOURCES DIRECTOR.

IT IS RECOMMENDED THAT THE BOARD:

Adopt Resolution to amend the salary classification of the Human Resources Director from \$6,048 to the salary range of \$6,048 - \$7,754.

BACKGROUND AND DISCUSSIONS:

As the Board will recall, on May 12, 2015 you accepted my retirement letter for September 1, 2015. In addition, this Board directed staff to begin the recruitment for the Human Resources Director's position. We have been flying this recruitment for approximately six weeks with little interest from possible candidates.

I have come to two possibilities for the lack of interest. The first is the salary. I have reviewed the Human Resources Director position with our ten comparable counties. I have included the findings of the ten comparable counties to this agenda item for your review. You will find Inyo has integrated Human Resources into the County Administrative Office (CAO). Calaveras County has their Deputy County Administrative Officer over Human Resources and the Risk Manager's functions. Lassen County has placed Human Resources under the County Administrative Officer. However, when we talked with Lassen County we were informed that the status is uncertain whether it will stay under the CAO. If you exclude these three counties and calculate the average salary by using the existing six counties the average starting salary is \$6,510 - \$7,754 per month. The current salary for Plumas County is \$6,048.

The second possibility for the lack of interest is at this time there are various governmental agencies recruiting for Human Resource Directors positions or have recently hired. Colusa County recently hired their Director. Other counties currently recruiting for their Director's are Amador and Yolo County. I am also aware of the following cities actively recruiting: Newport Beach, Rancho Santa Margarita, Pacific Grove, Stockton, Hermosa Beach, and City of Carson.

To try and attract candidates for this position it is my recommendation that the Board amend the salary classification from a flat salary of \$6,048 to a salary range beginning at \$6,048 to \$7,754 per month. This salary range falls just under the average starting salary of the comparable counties and goes up to the average salary ending range. By creating a salary range for this position it would provide the ability to attract a broader scope of experienced candidates to apply. This would provide the Board ability to hire at the salary level of the educational and work experience of the successful candidate. It would also provide the Board the ability to increase the salary of the individual hired within this range at such time their performance warrants such a change.

At this time I recommend that the Board amend the classification of Human Resources Director from the monthly salary of \$6,048 to the salary range of \$6,048 - \$7,754.

Thank you for your consideration of this agenda item.

Human Resources Director		
	Range	Range
AMADOR	8,858.00	8,858.00
CALAVERAS		
COLUSA	7,026.93	8,971.00
DEL NORTE	4,231.63	6,252.05
GLENN	6,089.20	6,394.20
INYO		
LASSEN		
SAN BENITO	6,994.00	8,905.87
TEHAMA	5,859.00	7,140.00
TUOLUMNE	-	-
Average Monthly	6,509.79	7,753.52
Plumas	6,048.00	\$7,718.95 (L5) 21 YEARS OF SERVICE

RESOLUTION NO. _____

**RESOLUTION TO AMEND PLUMAS COUNTY SALARY CLASSIFICATION OF THE
HUMAN RESOURCES DIRECTOR**

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, the current Human Resources Director is retiring and a recruitment to refill this position has been flying for approximately six weeks with little interest; and

WHEREAS, the Human Resources Director has completed a salary review of the ten comparable counties; and

WHEREAS, after this review the Human Resources Director is recommending to this Board that they approve this resolution to adjust the current salary of \$6,048 to a starting salary range that begins at \$6,048 per month which is slightly under the average of the comparable counties, to the average ending rate of \$7,754; and

WHEREAS, this salary range will attract a broader candidate pool of various experience levels within the Human Resources field; and allow the Board to hire at the level of the educational and work experience of the successful candidate.

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

Approve the amendment salary classification of the Human Resources Director from the salary of \$6,048 per month, to a salary range of \$6,048 to \$7,754 per month.

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 7th day of July, 2015, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors



OFFICE OF THE
COUNTY COUNSEL
COUNTY OF PLUMAS

Plumas County Courthouse
520 Main Street, Room 301
Quincy, California 95971-9115

5F
R. CRAIG SETTLEMIRE
COUNTY COUNSEL
STEPHEN L. MANSELL
DEPUTY COUNTY COUNSEL
MARI SNYDER
PARALEGAL/SMALL CLAIMS ADVISOR

Phone: (530) 283-6240
Fax: (530) 283-6116

June 19, 2015

INTEROFFICE MEMORANDUM

TO: Honorable Board of Supervisors, County of Plumas

FROM: R. Craig Settlemire, *Plumas County Counsel*

A handwritten signature in black ink that reads "R. Craig Settlemire".

SUBJECT: Request to change the current position allocation for Deputy County Counsel II to allow for staffing at Deputy County Counsel II or III level as provided in the accompanying proposed Resolution.

For the Meeting on July 7, 2015

Background:

After several years of high turnover and variable staffing, including an attempt to out-source legal services, the County Counsel's Office has stabilized its personnel staffing since the appointment of the current incumbent nearly five (5) years ago. (Please see Attachment "A" for a table depicting staffing levels in the Plumas County Counsel's Office since October, 2002.)

The Office of Plumas County Counsel currently consists of two (2) full-time attorneys, the County Counsel and one Deputy County Counsel II; and support staff consisting of one full-time Paralegal III/small claims advisor and one part-time clerical extra-help (averaging less than 8 hours per week). (In the past, Plumas County has had as many as three attorneys handling matters within the scope of County Counsel responsibilities, not counting contracted juvenile dependency legal counsel.)

With only two (2) full-time attorneys, both attorneys have to be well versed in the wide variety of legal practice areas¹ facing a County Counsel's Office and the over twenty county departments and

¹ The County Counsel has primary responsibility for providing legal advice and assistance to the Board of Supervisors and County staff on matters such as: public policies; land use; human/social services; civil actions; risk management and insurance; municipal and public law; tort law; resources law; environmental law; nuisance abatement; personnel benefits, employment, retirement and labor relations law; and construction, facilities and real estate law. The attorneys in the Office of County Counsel prepare board reports and recommendations; prepare legal opinions; draft ordinances, resolutions and proposed legislation; represent the County before the legislature as directed; formulate litigation strategies; oversee legal research and investigations; act as trial counsel in state court, federal court, and administrative proceedings; monitor legal developments; retain and manage outside legal counsel; and serve as attorneys for the County in all civil actions, including Public Guardian cases and juvenile dependency cases involving abused or neglected children.

ATTACHMENT "A"

County Counsel	Deputy County Counsel(s)	Contract Attorney
<u>Oct. 2003:</u> Barbara Snelling Interim County Counsel <u>Oct. 2005:</u> Barbara Thompson- Appointed County Counsel <u>August 2008:</u> BT leaves Vacant <u>Aug 2009:</u> James Reichle appointed <u>March 2010:</u> JR leaves <u>March 2010:</u> Brian Morris interim off and on through July 2010 <u>Aug 2010:</u> Craig Settemire Appointed	<u>Feb. 2004:</u> Brian Morris <u>August 05:</u> MJ – switched to Permanent/Part time employee - .75 <u>April 2006:</u> MJ leaves <u>June 2006:</u> Todd Stress <u>Jan 2007:</u> TS leaves <u>March 2007:</u> Clint Walker <u>June 2007:</u> BM transferred out of CC office to become Flood Control Manager <u>March 2008:</u> CW leaves Vacant <u>January 2011:</u> Steve Mansell <u>January 2012:</u> Brian Morris leaves Flood Control.	<u>Dec. 2004:</u> Michael Jamison (Contract) <u>Aug 2005:</u> MJ contract end ?Bill Abramson contract for Dependency only. <u>May 2008:</u> Cota Law Firm (Contract) <u>Feb 2009:</u> Cota contract terminated <u>March 2009:</u> James Reichle (contract) <u>Aug 2009:</u> JR contract ends

RESOLUTION NO. _____

**RESOLUTION TO AMEND THE POSITION ALLOCATION FOR BUDGET YEAR
2015-2016 BY CHANGING DEPUTY COUNTY COUNSEL II TO DEPUTY COUNTY
COUNSEL II OR III**

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

WHEREAS, on July 7, 2015, R. Craig Settlemire, Plumas County Counsel, brought before the Board a recommendation to reorganize the Office of the County Counsel that would provide greater flexibility in staffing and assignment of duties commensurate with work assignments and experience; and

WHEREAS, Plumas County has previously established a classifications for both Deputy County Counsel II and Deputy County Counsel III, but has made allocation for only the Deputy County Counsel II position in recent years; and

WHEREAS, the Board approved in concept the reorganization; and

WHEREAS, this reorganization would authorize flexible staffing of the Deputy County Counsel position as *either* a Deputy County Counsel II *or* Deputy County Counsel III.

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

Approve the amendment to the Position Allocation for budget year 2015-2016 to reflect the following:

<u>COUNTY COUNSEL</u>	<u>FROM</u>	<u>TO</u>
Deputy County Counsel II <i>or</i> III	1.0	1.0

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 7th day of July 2015, by the following vote:

AYES:	Supervisors
NOES:	Supervisors
ABSENT:	Supervisors

Chairperson, Board of Supervisors

ATTEST:

Clerk of the Board

LUMAS COUNTY MENTAL HEALTH SERVICES

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

Mimi Hall, Interim Director



Date: June 23, 2015

To: Honorable Board of Supervisors

From: Mimi Khin Hall, Interim Director

Agenda: Item for July 7, 2015

Item Description/Recommendation: Authorize Department of Human Resources and Plumas County Mental Health to recruit and fill 2.0 FTE funded and allocated Psychiatric Nurse/Registered Nurse and/or a Licensed Vocational Nurse.

History/Background: Plumas County Mental Health (PCMH) has two, 2.0 FTE vacant nursing positions, one due to promotion on March 30, 2015 and the other due to voluntary resignation on June 11, 2015. These positions are budgeted and allocated in the department budget.

Copies of the Critical Staffing Requests are attached for your review.

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

cc: Gayla Trumbo, Human Resources



QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

RE: Plumas County Mental Health requests to fill 2.0 FTE's Psychiatric Technician, Licensed Vocational Nurse, Registered Nurse, or Psychiatric Nurse. Board Meeting of July 7, 2015.

- 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? With the loss of 2.0 FTE nursing positions from promotion and voluntary resignation, delivery of services to the at-risk population will be severely delayed.
- How long has the position been vacant? 1.0 FTE vacant due to promotion 3/30/15, 1.0 FTE vacant due to resignation 6/11/15.
- Can the department use other wages until the next budget cycle? The department is currently using other wages; however, due to training requirements and timely delivery of critical services, the psych nurse must be a permanent FTE.
- What are staffing levels at other counties for similar departments and/or positions? The same or greater.
- What core function will be impacted without filling the position prior to July 1? Medication administration and nursing support for an at-risk population.
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? The inability to recoup Medi-Cal reimbursements for undelivered services as well as a potential increase in crises.
- 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? There is no fiscal impact on the general fund.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years? Yes. Mental Health's realignment reserve fund balance as of June 23, 2015 is \$2,448,963.



54

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: July 7, 2015

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Authorize the Director of Facility Services, Dony Sawchuk, to Terminate the Lease with Alliance for Workforce Development upon 90 Days' Notice.**

Background

Facility Services will be performing a space needs assessment/office space audit with all departments currently residing at the Health & Human Services building. As a result of the assessment, it may be necessary to terminate the lease with Alliance for Workforce Development. The recent reorganization of Mental Health and the department's space requirements became the catalyst behind the office space audit. It's the desire and duty of the Department of Facility Services to survey the use of this building before initiating any termination notice or changes to the floor plan.

Alliance for Workforce Development has been a good tenant for Plumas County. Many clients served by AFWD are also of clients of other Plumas County departments located at the H&HS building. AFWD's current lease expired on June 30, 2015. Section 35 of the lease allows for holding over on a month-to-month basis and that 30 days' notice is the minimum required. As a courtesy to the organization we would like to give 90 days' notice to allow them sufficient time for relocation.

Recommendation

Authorize the Director of Facility Services, Dony Sawchuk, to Terminate the Lease with Alliance for Workforce Development upon 90 Days' Notice.

PLUMAS COUNTY AUDITOR / CONTROLLER

51

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



Date: July 7, 2015

To: Honorable Board of Supervisors

From: Roberta M. Allen, Auditor / Controller

Subject: Year-end budget adjustments

Recommendation:

Authorize Auditor to make year-end budget adjustments to zero out negative line-item balances.

Background:

At year end there are differences between budgeted expenditures and actual due to unforeseen events throughout the year. These adjustments have no impact on the General Fund.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Airports

Dept. No: 20891

Date 6/12/2015

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, within a 51XXX
- D. Transfer within Department, except fixed assets
- 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)

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

Fund #	Dept #	Acct #	Account Name	\$ Amount
--------	--------	--------	--------------	-----------

✓ TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

Fund #

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.

RECEIVED

WIN 12 2015

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) To cover Life Insurance expenses through 14/15 year end

B) There is enough in the Group Insurance account to cover this extra expense

C) Expense will be for the 14/15 fiscal year

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.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Facility Services Dept. No: 20120 Date 6/12/2015

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

(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.

RECEIVED

JUN 12 2015

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) To cover Life Insurance expenses through 14/15 year end

B) There is enough in the OASDI account to cover this extra expense

C) Expense will be for the 14/15 fiscal year

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:

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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.



Office of the Sheriff

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

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: June 25, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood 

RE: Agenda Item for the meeting of July 14, 2015

RECOMMENDATION:

Approve budget transfer from the Jail (70380) Group Insurance account (51090) the Sheriff (70330) Group Insurance account (51090) in the amount of \$35,150.00.

BACKGROUND & DISCUSSION:

The FY 14/15 Administrative and Budgetary Controls require transfers between departments or within wages and benefits to be approved by the Board of Supervisors.

This is a budget transfer request between the Jail & Sheriff budgets in the amount of \$35,150.00.

During the fiscal year, there were changes in Group Insurance costs that were not budgeted for which resulted in a shortage in the Sheriff's budget. The Jail's Group Insurance account was able to absorb the additional charges and still have funds remaining because of vacant positions throughout the year.

This request will not impact the General Fund since both budgets are in the Sheriff Fund.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

14/15

TRANSFER NUMBER
(Auditor's Use Only)

Department: SHERIFF/JAIL Dept. No.: 70330/70380 Date: 6/25/2015

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input type="checkbox"/>	Transfers to/from or new Fixed Asset, out of a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets, out of a 51XXX	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

(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) Transfer to cover shortage in account for Group Insurance in Sheriff's budget

B) Vacant positions within the Jail created a savings in the account for Group Insurance

C) Expenses incurred this fiscal year

D) N/A

Approved by Department Signing Authority: Ron Journeyc

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:

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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.

PLUMAS COUNTY AUDITOR / CONTROLLER

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



513

Date: July 7, 2015

To: Honorable Board of Supervisors

From: Roberta M. Allen, Auditor / Controller

Subject: Authorize placement of security personnel at the Health and Human Services Center, and related budget changes to facilitate reimbursement of associated costs. Estimated General Fund cost \$10,000 - \$15,000.

Recommendation:

Authorize placement of security personnel at the Health and Human Services Center. Authorize related budget changes to facilitate reimbursement of associated costs.

Background:

Risk Management and Facility Services have explored several options for improving safety for the staff and the public while at the Annex. In the past three years, there has been an increase in incidents where staff feels uncomfortable or threatened. In an effort to improve safety and reduce risk to the staff and the public, we are proposing to implement a program to provide security personnel at the Annex. The security staff will be trained and supervised by the Sheriff's Office, they will not be armed. They will be located in the foyer of the Health and Human Services Center, and will be available to assist the public as needed. They will be trained to recognize potential risks and call for assistance from the Sheriff's Office when necessary.

The proposed plan (see attached schedules) will provide two security personnel per day with overlapping shifts. The first shift will begin at 7:00 a.m. This person will unlock the front doors and check the building before the Annex staff arrives at 8:00 a.m. The second shift will start at 9:00 a.m. and will end at 5:00. At the end of the day, the security staff will do a walk-through of the building and make sure all doors are locked.

Attached is a proposal for allocating the cost of providing the security personnel. The annual cost plus benefits (and some minimal startup costs) is estimated at \$72,820. The calculations as provided allocates the cost based on the square footage occupied by the departments housed at the Annex. Cost to the General Fund departments is estimated to be between \$10,000 and \$15,000.

The costs of the security personnel will be included with the payroll for the Sheriff's Office. The Sheriff will be reimbursed periodically via reimbursement claims prepared by the Sheriff's office. Only the cost of wages and related payroll costs will be reimbursed, no overhead or other charges will be claimed by the Sheriff's Office for reimbursement purposes.

There will be a workstation that will be added to the foyer that would consist of a desk that would accommodate two staff members, one or two computers depending on need, and a phone. This cost is estimated to be \$6400 and will be shared by the departments at the Annex. The details of the allocation are being discussed and will be decided upon if the program is authorized by the Board.

COURTHOUSE ANNEX - Health and Human Services

BUILDING#: Q-102

ADDRESS: 270 COUNTY HOSPITAL RD.

YEAR CONSTRUCTED: 2006

LOCATION: QUINCY, CA.

DEPARTMENT NAME	OCCUPIED SPACE	NON-MAINTAINED SPACE	COMMON SPACE	TOTAL SPACE	% by entity	Annex Security Cost - Annual	Alloc by space	Workstation As Suggested
Social Services	12071	99		12770	29.14%	21,220	1,865	6400
Public Guardian	284	120		404	0.97%	704	62	2133
Mental Health	5854			5854	14.02%	10,207	897	
Environmental Health	3494			3494	8.37%	6,092	535	
Public Health	7553			7553	18.08%	13,170	1,157	2133
Health Clinic	6113			6113	14.64%	10,659	937	
Senior Nutrition/Transport	120			120	0.29%	209	18	
Probation as of 4/1/13	5056			5056	12.11%	8,816	775	
AOD	1000			1000	2.39%	1,744	153	
Utility Areas*				-	0.00%	0	0	
Common Areas*				-	0.00%	0	0	
TOTALS	41545	1126	9699	41764	100.00%	72,820	6,400	6,400

LAST REVISED:

02/07/12

Notes:

*Utility Areas= furnace & boiler rooms, plumbing chases, custodial closets & storage
 *Common Areas= public restrooms, corridors, lobbies & waiting rooms
 Occupied Space= any area occupied by a department, cleaned by normal custodial service
 Non-maintained= any area used by a department, not cleaned by custodial service
 Common Space= shared by all departments in the facility

MISC:

***Leased area: 1100 square feet leased to Dept. of Fish & Game (moved out on 3/20/13) Probation moved in a/o 4/1/13
 1346 square feet leased to Alliance for WorkForce Development. Space may be occupied
 in 2015/16 by AOD. Square footage of 1000 sq ft is estimated for budget purposes
 3956 square feet leased to the Forest Service 4/1/10 (moved out on 3/31/12) Probation moved in a/o 4/1/13
 *** Air Resources moved out on 12/31/12, their 320 sq ft taken over by Env. Health 1/1/13

Annex Security Costs

Hourly wage per employee	\$16.57
Hours per week (2) officers	80 hours

With holidays subtracted throughout the year each position will work 1976 hours.

1976 hours X \$16.57 = \$32742.32 per officer

\$32,743 X 7.65(Fica/Oasdi) = \$2505.00

\$32742.32 + \$2505.00 = \$35,247.32 per position

\$35,247.32 X 2 = \$70,494.64 2 positions 80 hours per week

Annex to be opened at 7 am and closed at 6pm by security staff

Shifts:

7am to 4pm lunch 12pm

9am to 6pm lunch 1pm

Added expenses

Initial Training per employee	80 hours	\$1325.60
<i>Gefr</i>		\$1000.00

Due to using temporary help the 2-40 hours positions listed above will consist of 4-6 security officers covering the 80 hours a week schedule.

RECEIVED
MAY 07 2015
Auditors / FRA

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



5J1

AGENDA REQUEST

For the July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works 
Subject: Authorization for the Public Works/Road Department to fill the vacancy of
one (1) FTE Public Works Maintenance Worker I/II position in the
Beckwourth District

Background:

One (1) FTE PW Maintenance Worker I/II has resigned from the Beckwourth maintenance district effective July 9, 2015.

The Department is requesting to fill this position.

This position is funded and allocated in the FY15/16 Public Works budget.

The appropriate Critical Staffing Questionnaire and Departmental Organizational Chart are attached.

Recommendation:

The Public Works Department respectfully recommends that the Board of Supervisors authorize to fill the vacancy of one (1) FTE PW Maintenance Worker I/II in the Greenville maintenance district.

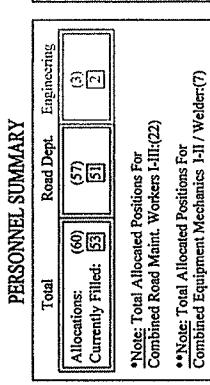
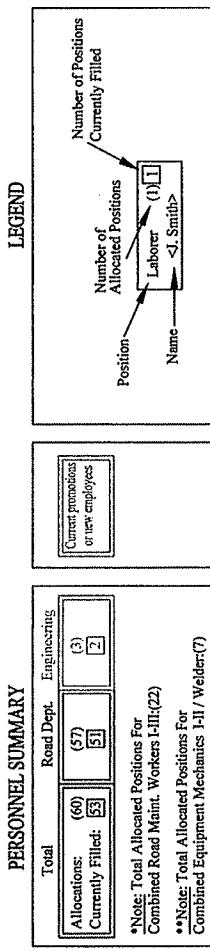
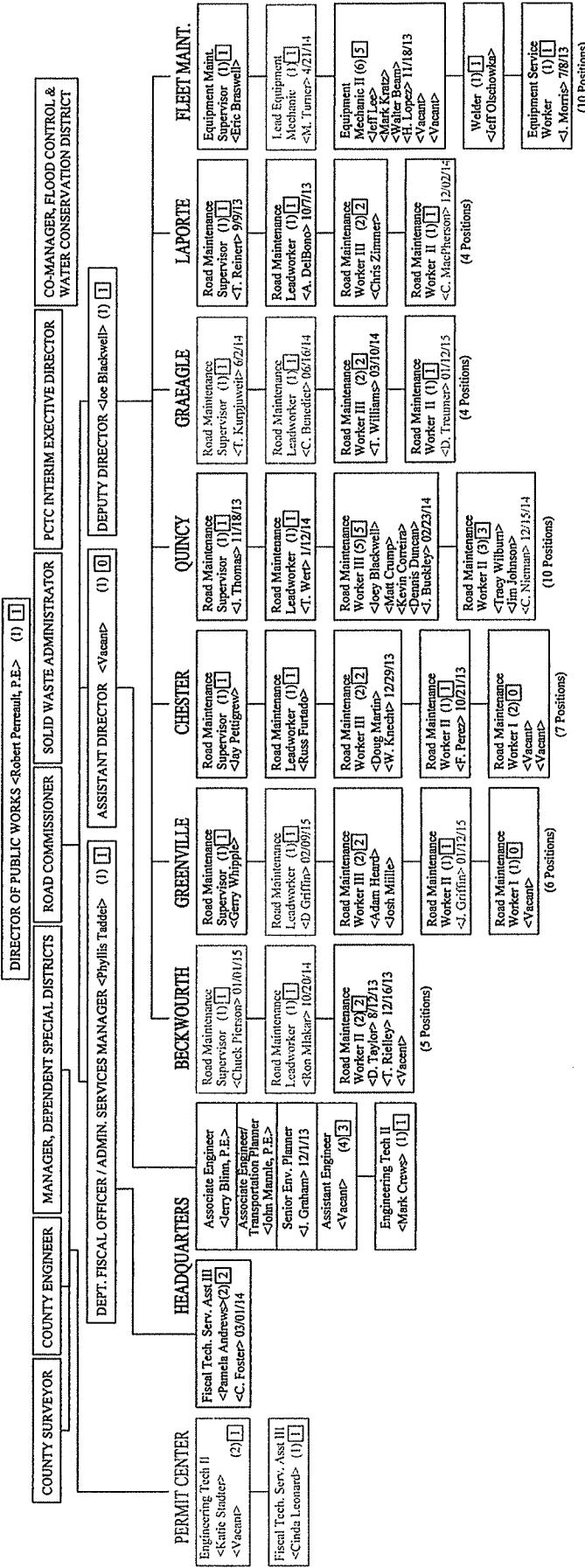
QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Public Works Maintenance Worker I/II Worker Position Dist. 1

- Is there a legitimate business, statutory or financial justification to fill the position?
Maintenance Workers are the workforce for maintenance and construction work on county roads and bridges.
- Why is it critical that this position be filled at this time?
Maintenance Workers are subject to 24 hour “call out” for road related emergencies and snow removal.
- How long has the position been vacant?
Less than one week.
- 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? **N/A**
- 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
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PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART



PERSONNEL SUMMARY

Total Allocations:	Road Dept.	Engineering
Currently Filled:	(60)	(57)
	(5)	(2)

*Note: Total Allocated Positions For Combined Equipment Mechanics 1-11 Welder(7)

**Note: Total Allocated Positions For Combined Equipment Mechanics 1-11 Welder(7)

The diagram shows a node of a linked list. The node has a rectangular shape with a border. Inside, the word 'Labour' is written above a box containing '(1) □'. Below the box is the name '<1, Smith>'. To the left of the node, three arrows point to its fields: 'Position' points to the word 'Labour'; 'Allocated Positions' points to the box; and 'Number of Positions Currently Filled' points to the number '(1)'.

Bob Hoffmann
Director of Public Works
Revision Date: June 29, 2015



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 July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: The Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink that reads "Robert Perreault".

Subject: Adopt a Resolution Pertaining to Conformity of the Bailey Creek Bridge Project and its Consistency with the Plumas County General Plan

Background:

The Plumas County Department of Public Works is proposing the construction of replacement of the Bailey Creek Bridge (Bridge No. 9C-0138), located on County Road No. 322A (presently unnamed, but formerly designated as State Route 36), in the Almanor Basin Area of Plumas County, and

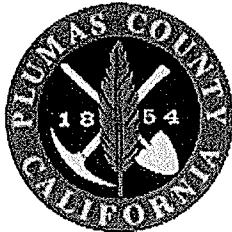
Government Code Section 65402(a) requires the local planning agency to issue a report of conformity, and

The Director of Plumas County Planning has issued a report of conformity, dated June 29, 2015, stating, "The Planning Department finds that the easement acquisition is necessary to replace the Bailey Creek Bridge and replacement of the Bailey Creek Bridge meets General Plan Goal 4.1 and thus the easement acquisition is consistent with the Plumas County General Plan."

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors vote to adopt the attached Resolution

Attachments



PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street, Quincy, CA 95971 www.countyofplumas.com
(530) 283-7011

DATE: June 29, 2015

TO: Bob Perreault, Plumas County Public Works Director

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

RE: Request for a General Plan Consistency Determination for acquisition of an easement for the Baily Creek Bridge Replacement.

Plumas County Public Works Department is replacing a bridge over Baily Creek. This project requires that an easement be acquired in order to provide adequate space for the replacement. Government Code Section 65402(a) is applicable to this easement acquisition.

Government Code Section 65402 (a) states,

“If a general plan or part thereof has been adopted, no real property shall be acquired by dedication or otherwise for street, square, park or other public purposes, and no real property shall be disposed of, no street shall be vacated or abandoned, and no public building or structure shall be constructed or authorized, if the adopted general plan or part thereof applies thereto, until the location, purpose and extent of such acquisition or disposition, such street vacation or abandonment, or such public building or structure have been submitted to and reported upon by the planning agency as to conformity with said adopted general plan or part thereof. The planning agency shall render its report as to conformity with said adopted general plan or part thereof within forty (40) days after the matter was submitted to it, or such longer period of time as may be designated by the legislative body.

“If the legislative body so provides, by ordinance or resolution, the provisions of this subdivision shall not apply to: (1) the disposition of the remainder of a larger parcel which was acquired and used in part for street purposes; (2) acquisitions, dispositions, or abandonments for street widening; or (3) alignment projects, provided such dispositions for street purposes, acquisitions, dispositions, or abandonments for street widening, or alignment projects are of a minor nature.”

The Planning Department has reviewed the proposed easement acquisition in light of General Plan Goals and Policies. General Plan Goal 4.1 states, “Develop and maintain a

roadway system that provides access and mobility for Plumas residents, visitors and businesses and that adequately serves existing and planned land uses while maintaining the region's character and providing safe and reliable infrastructure.”

The Planning Department finds that the easement acquisition is necessary to replace the Baily Creek Bridge and replacement of the Baily Creek Bridge meets General Plan Goal 4.1 and thus the easement acquisition is consistent with the Plumas County General Plan.

RESOLUTION NO. 15-_____

A RESOLUTION OF THE PLUMAS COUNTY BOARD OF SUPERVISORS PERTAINING TO CONFORMITY OF THE BAILEY CREEK BRIDGE PROJECT AND ITS CONSISTENCY WITH THE PLUMAS COUNTY GENERAL PLAN

WHEREAS, the Plumas County Department of Public Works is proposing the construction of replacement of the Bailey Creek Bridge (Bridge No. 9C-0138), located on County Road No. 322A (presently unnamed, but formerly designated as State Route 36), in the Almanor Basin Area of Plumas County, and

WHEREAS, Government Code Section 65402(a) requires the local planning agency to issue a report of conformity, and

WHEREAS, the Plumas County Planning has issued such report of conformity, dated June 29, 2015, stating, "The Planning Department finds that the easement acquisition is necessary to replace the Bailey Creek Bridge and replacement of the Bailey Creek Bridge meets General Plan Goal 4.1 and thus the easement acquisition is consistent with the Plumas County General Plan."

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Plumas hereby concurs with the finding of the Plumas County Planning Director.

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 7th day of July, 2015, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSTAIN: Supervisors

Chair, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

5J3



PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

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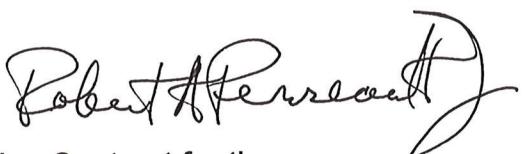
Robert A. Perreault, Jr., P.E., Director Joe Blackwell, Deputy Director

AGENDA REQUEST

For the July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: The Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Consider Award of a Contract for Construction Contract for the
Bailey Creek Bridge Project to the lowest responsive bidder,
Steelhead Construction Inc., per Public Contract Code in the
Base Amount of \$1,954,545.00

Background:

The Department of Public Works publicly solicited bids for construction of the Bailey Creek Bridge Project. On June 3, 2015, Public Works staff received seven (7) submittals in response to its request for bids.

Sealed bids were publicly opened, beginning at 4:00 PM on June 3rd, 2015. A compilation of the submitted bids is attached. The bids ranged from 3.65% under the Engineer's Estimate to 23.66% over the Engineer's Estimate.

Following is the comparison between the apparent low bidder and the Engineer's Estimate:

Steelhead Constructors, Inc. (apparent low bidder):	\$1,954,545.00
Engineer's Estimate:	\$2,028,546.69

The contractor is a certified federal Disadvantaged Business Enterprise and will exceed the federal Disadvantaged Business Enterprise Goal of 9%. The company is an established firm from Redding with extensive work for both Caltrans and other local Agencies on transportation improvement projects for over 19 years in northern California.

Agenda Request for June 16, 2015 BOS Meeting
Bailey Creek Bridge Project
Award Contract for Construction of a New Replacement Bridge
June 29, 2015
Page 2

The project work is part of the construction budget for Department's Work Order #342. WO #342 is 100.00% reimbursable from the Highway Bridge Program (HBP). The work generally consists of:

1. Constructing a parallel detour road and creek crossing utilizing a County-supplied single-lane panel truss bridge,
2. Demolition and removal of the existing Bailey Creek Bridge, and
3. Construction of a new 2-lane bridge across Bailey Creek on the current road alignment.

A complete copy of the proposed contract, including all exhibits, is available for public viewing upon request during normal office hours at the headquarters office of the Department of Public Works.

The work is expected to commence in July of this year with 100% completion of the project scheduled for October 2016.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors vote to authorize the Chair of the Board of Supervisors and the Director of Public Works to execute a construction contract with Steelhead Constructors, Inc. in the base amount of One Million Nine Hundred Fifty Four Thousand Five Hundred Forty Five Dollars and No Cents (\$1,954,545.00) for the Bailey Creek Bridge Project in Plumas County, all subject to County Counsel final review of the construction contract and Approval as to Form.

5J4

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 July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: The Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: Consider Award of a Contract for Professional Construction Engineering Services for the Bailey Creek Bridge Project near Chester in Plumas County, California in the Amount of \$340,600.

A handwritten signature of Robert A. Perreault in black ink.

Background:

The Department of Public Works publicly solicited Requests For Qualifications (RFQ) to perform Professional Construction Engineering Services, consisting of Construction Management and Materials Inspection and Testing, for the Bailey Creek Bridge Project.

On March 12, 2015, Public Works received four (4) submittals in response to its RFQ.

A Consultant Selection Committee was appointed by the Director of Public Works. The committee consisted of: Director of Public Works Bob Perreault, Associate Engineer John Mannle and Senior Environmental Planner Jim Graham.

The Committee completed its work with a recommendation that Quincy Engineering, Inc. be ranked as the most highly qualified firm for the Bailey Creek Bridge Project.

Thereafter, and in accordance with Plumas County Purchasing Policy, a contract was negotiated between Quincy Engineering, Inc. and the Public Works staff, to the satisfaction of the Director of Public Works.

The draft contract is in a form that has been approved as to form by County Counsel. The draft contract, its terms and conditions, including fee amounts, are acceptable to the Consultant.

A complete copy of the proposed contract, including all exhibits, is available for public viewing upon request during normal office hours at the headquarters office of the Department of Public Works.

Agenda Request for June 16, 2015 BOS Meeting
Bailey Creek Bridge Project
Award Contract for Professional Construction Engineering Services
June 29, 2015
Page 2

The work is expected to commence in July of this year with 100% completion of the construction project scheduled for October 2016.

Funding for this project, for the Construction Engineering (CE) Phase, is as follows:

Federal Share: 100.00% from the Federal Bridge Program.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors vote to authorize the Chair of the Board of Supervisors and the Director of Public Works to execute a professional construction engineering services contract with Quincy Engineering, Inc. in the base amount of Three Hundred Forty Thousand, Six Hundred Dollars and No Cents (\$340,600.00) for the Bailey Creek Bridge Project in Plumas County, all subject to County Counsel final review of the services contract and Approval as to Form.

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

5J5

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

AGENDA REQUEST

for the July 7 Meeting of the Board of Supervisors

June 29, 2015

To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works 
Subject: Plumas County Solid Waste Program: Approve the Operating Parameters
Developed on June 25, 2015 for Disposal of Green Waste and to Create a Petty Cash Account for the Chester Landfill; discussion and possible action.

BACKGROUND

On June 16, 2015, as continued to June 23, 2015, the Board of Supervisors considered and discussed various green waste-related issues. The matter of establishing a reduced rate per cubic yard for disposal of green waste was voted on June 23, 2015.

On June 25, 2015, Public Works staff met at length with the Managers of the 2 solid waste franchise contracts in order to further address the green waste disposal program throughout the 2 solid waste franchise areas within Plumas County.

At the June 25th staff meeting, it became evident – thus confirming comments by Supervisors at the June 23rd Board meeting – that the specific program needs of green waste disposal will differ in the various population areas within Plumas County.

Agreements and consensus' reached at the June 25th staff meeting include the following:

1. There will be a gradual transfer of transferring green waste disposal manpower needs from Public Works to the franchise contractors.
2. Each Transfer Station location throughout the program needs to have its individual set of rules that reflect the local needs of the constituents within the local area, thus:
 - A. **Chester Land Fill** – both types of green waste will be accepted at the Chester Landfill at the reduced rate on certain days. Public Works staff will operate the activities at the Chester Landfill. There is no change to the operating procedures or rates at the Chester Transfer Station. Attached is a copy of a June 29, 2015 News Release that contains additional details.

B. Greenville Transfer Station -- recognizing that most constituents in the area currently open burn their green waste, there is no reduced rate for green waste at the Greenville Transfer Station.

C. East Quincy Transfer Station and the American Valley Green Waste Facility – as established earlier in June, non-woody green waste will be accepted at the Transfer Station at the reduced rate, only on designated days. Non-woody green waste is prohibited at the American Valley Facility, which will accept only woody green waste only on designated days. Attached is a copy of a June 26, 2015 News Release that contains additional details.

D. Graeagle Transfer Station -- recognizing that non-County disposal of green waste is available for constituents in the area, there is no reduced rate for green waste at the Greenville Transfer Station.

E. Delleker Transfer Station -- recognizing that the County franchise contractor provides disposal of green waste for constituents in the Portola and Delleker areas, there is no change to the operating procedures or rates.

F. La Porte Transfer Station -- there is no change to the operating procedures or rates.

In conjunction with the new operating procedures at the Chester Landfill, there is a need to create a Petty Cash Account in the amount of \$200.00, to be administered by the Public Works Solid Waste Division.

RECOMMENDATIONS:

The Director of Public Works respectfully recommends that the Board of Supervisors:

1. Vote to approve the operating parameters listed above for each of the population areas for green waste disposal under the Plumas County Solid Waste Program.
2. Authorize Public Works to create a Petty Cash Account in the amount of \$200.00, to be administered by the Public Works Solid Waste Division.



NEWS RELEASE

Plumas County Department of Public Works – Solid Waste Division

For Immediate Release

June 26, 2015

Media Contact: Jim Graham, jimgraham@countyofplumas.com

Disposal of Green Waste in the American Valley Area

Quincy, California –

The Plumas County Solid Waste Division announces the establishment of a revised program for the disposal of woody green waste and non-woody green waste for the American Valley area of Plumas County.

Effective, June 27, 2015, **non-woody green waste** will be accepted at the Quincy Solid Waste Transfer Station on Abernathy Lane at a reduced rate of \$5 per cubic yard only on certain days: Saturdays and Tuesdays – from 9 AM to 5 PM. Green waste contaminated with other types of waste will be charged at the non-reduced rate of \$17.44 per cubic yard. On all other open days at the Transfer Station, green waste will be charged at the non-reduced rate of \$17.44 per cubic yard.

The Quincy Green Waste Disposal Facility on Industrial Way will remain closed until Saturday, July 11, 2015. Thereafter, the Quincy Green Waste Disposal Facility will accept only **woody green waste** only on Saturdays from 10 AM to 3 PM.

Examples of non-woody green waste are grass clippings, leaves, pine needles, pine cones and weeds.

Examples of woody green waste are trees, limbs and branches.



NEWS RELEASE

Plumas County Department of Public Works – Solid Waste Division

For Immediate Release

June 29, 2015

Media Contact: Jim Graham, jimgraham@countyofplumas.com

Disposal of Green Waste in the Lake Almanor Basin

Quincy, California –

The Plumas County Solid Waste Division announces the establishment of a revised program for the disposal of woody green waste and non-woody green waste for the Lake Almanor Basin area of Plumas County.

Effective, Friday, July 10, 2015, **woody green waste and non-woody green waste** will be accepted at the Chester Landfill at a reduced rate of \$5 per cubic yard only on certain days: Friday and Saturdays – from 9 AM to 5 PM.

Only green waste will be accepted at the Chester Landfill. All green waste loads are subject to strict load checking by the facility attendant. Green waste contaminated with other types of waste will be rejected by the onsite attendant. The regular rate for municipal solid waste disposal at the Chester Transfer Station is \$17.44 per cubic yard. No stumps will be accepted at the Chester Landfill.

Examples of non-woody green waste are grass clippings, leaves, pine needles, pine cones and weeds.

Examples of woody green waste are trees, limbs and branches.

Directions to the Chester Landfill:

From the intersection of State Highway 36 and County Road A-15, proceed north 0.2 miles past the Chester Transfer Station to the “T” intersection. Turn right on to Chester Old Dump Road and proceed 0.8 miles. Turn left and proceed 1.1 miles to the Chester Landfill entrance and the Green Waste Receiving Facility.

Note: There is no change to the existing program to accept certain Building Demolition Debris at the Chester Landfill. Such disposal requires an advance appointment with Public Works staff: telephone: (530) 258-2926.

5J6

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 July 7, 2015 meeting of the Plumas County Board of Supervisors

June 29, 2015

To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works
Subject: Final Report on Chilcoot Property Cleanup Project



Background:

On October 15, 2013, the Board approved to appropriate \$30,000 from the General Fund Contingency to cover costs for the cleanup of property in Chilcoot. Since that time, the cleanup work has been completed by Public Works and it is the purpose of this agenda item to serve as a final report to the Board of Supervisors.

The field work on this project was completed in May of 2014 and subsequent disposal of salvageable materials were subsequently completed by December of 2014. Total costs for the project were \$20,733.64, which included \$12,440.39 in labor costs; \$5,256.05 in equipment costs; and \$3,037.20 in material costs. As an offset to these costs, \$2,938.50 in salvageable equipment was able to be auctioned. These funds were deposited into the General Fund, reducing the total impact to the general fund to \$17,795.14.

A complete itemization of the estimated costs from the October 15, 2013 Board meeting, along with the breakdown of actual costs, are attached.

Recommendation:

The Department of Public Works respectfully recommends that the Board of Supervisors accept this final report from Public Works on the Chilcoot Property Cleanup Project.

Chilcoot Property Clean Up Project

Cost Actuals

June 17, 2015

Equipment	Hours	Hourly	Total
10-Wheeler	12	\$ 60.04	\$ 720.48
Forklift	4	\$ 268.45	\$ 1,073.80
Dump Truck	10	\$ 54.95	\$ 549.50
Truck w/ Crane	10	\$ 54.95	\$ 549.50
Pickup	24	\$ 22.53	\$ 540.72
Loader	13	\$ 45.73	\$ 594.49
Small Excavator	12	\$ 29.96	\$ 359.52
Excavator	2	\$ 53.70	\$ 107.40
Flat Bed Trailer	6	\$ 47.54	\$ 285.24
Snow Plow Trailer	10	\$ 47.54	\$ 475.40
<u>Sub total:</u>			<u>\$ 5,256.05</u>

Labor	Hours	Hourly	Total
Perreault	5.25	\$ 104.21	\$ 547.08
Blackwell	7	\$ 86.28	\$ 603.95
Blinn	37	\$ 80.08	\$ 2,963.08
Boyd	25	\$ 59.02	\$ 1,475.45
Graham	14.5	\$ 68.42	\$ 992.05
Reilley	25	\$ 36.78	\$ 919.62
Taylor	28	\$ 27.68	\$ 775.06
Morris	32	\$ 48.66	\$ 1,557.20
Pearson	28	\$ 57.51	\$ 1,610.40
Taddei	1.75	\$ 65.46	\$ 114.56
Williams	20	\$ 44.10	\$ 881.94
<u>Sub total:</u>			<u>\$ 12,440.39</u>

Other Materials: \$ 783.72

InterMountain Disposal – 40 CY container: \$ 2,253.48

<u>Total Costs:</u>	<u>\$ 20,733.64</u>
<u>Revenue Rec'd from Auction</u>	<u>\$ (2,938.50)</u>
<u>Net Cost to General Fund</u>	<u>\$ 17,795.14</u>

Chilcoot Property Clean Up Project

Cost Estimate

October 15, 2013

Equipment	Qty.	Hours	Hourly	Day	Total
Pickup	2	2	\$22.53	\$ 90.12	\$ 720.96
One Ton	2	2	\$54.95	\$ 219.80	\$ 1,758.40
Excavator	1	5	\$31.38	\$ 156.90	\$ 1,255.20
Dump Truck	2	4	\$60.04	\$ 480.32	\$1,921.28 (4 loads)
Trailer	1	10	\$47.54	\$ 475.40	\$ 475.40
Sub total:					\$6,131.24

Labor	Hours	Hourly	Day	Total
Blackwell	10	\$ 86.27	-----	\$ 862.70
Boyd	7	\$ 59.02	\$ 413.14	\$ 3,305.12
Pearson	8	\$ 57.51	\$ 460.08	\$ 3,680.64
Mlakar	8	\$ 54.44	\$ 435.52	\$ 3,484.16
Caldwell	8	\$ 27.29	\$ 218.32	\$ 1,746.56
Taylor	8	\$ 25.30	\$ 202.40	\$ 1,619.20
Morris	8	\$ 27.98	\$ 223.84	\$ 1,790.72
Taddei	5	\$ 65.46	-----	\$ 327.30
Sub total:				
\$16,816.40				

InterMountain Disposal – 40 CY container: \$751.16

Total cost estimate: \$23,698.80