



# Lassen County

## Meeting Agenda

### Board of Supervisors

*LASSEN COUNTY SUPERVISORS:*

*DISTRICT 1 - CHRIS GALLAGHER - CHAIRMAN; DISTRICT 2 - DAVID TEETER ; DISTRICT 3 - JEFF HEMPHILL - VICE-CHAIRMAN; DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - TOM HAMMOND*

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Tuesday, November 27, 2018

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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### ADDRESSING THE BOARD

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*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. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or [lcclerk@co.lassen.ca.us](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 18-075

\*Next Ordinance in line for adoption: No. 2018-10

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

### A. 9:00 A.M. CALL TO ORDER

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).

### B. 9:30 A.M. OPENING CEREMONIES

#### Pledge of Allegiance and Invocation

## 1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

## 2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

## 3. PUBLIC COMMENTS

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

## 4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

**C. PUBLIC HEARINGS**

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

- 1**                    10:15 a.m. CODE ENFORCEMENT / CEBRIAN  
SUBJECT: Public hearing to consider the recovery of administrative abatement costs for the abatement of a public nuisance located at 716 Delwood Street, Westwood, CA (APN: 125-060-04); and with the recovery of abatement and administrative costs as provided in chapter 1.18 of the Lassen County Code. This property is owned by Bertram Cebrian. The associated code enforcement file number CDEF 2016-011. The abatement was executed due to the owner's failure to abate the public nuisance, in accordance with the Decision of the Hearing Officer.  
FISCAL IMPACT: Unknown, all or a portion of the costs could be recovered through recordation of an amended abatement lien.  
ACTION REQUESTED: 1) Conduct Public Hearing; and 2) receive report from staff; and 3) adopt a resolution directing staff to execute and record the amendment to the lien on said property, with the Lassen County Recorder.

**Attachments:**     [PB 2016-011 Cebrian 11-27-18.pckt](#)

- 2** 10:05 CODE ENFORCEMENT / POWLES  
SUBJECT: Hearing on Accounting pursuant to Lassen County Code Sections 19.160; and consideration of report of administrative civil penalties (as ordered to Executive Planners Group LLC, formerly owned by Garry C. Powles, Registered Agent of Executive Planners Group LLC, by the Decision of Administrative Hearing Officer, CDEF2018-044 on August 6, 2018), charged pursuant to Lassen County Code Section 19.170.  
FISCAL IMPACT: \$12,915.23 to the General Fund.  
ACTION REQUESTED: 1) Receive the Enforcing Officer's Report; and 2) conduct a public hearing; and 3) adopt a resolution to do the following: a) Order recordation of a lien against real property identified herein, on which marijuana cultivation occurred in violation of Lassen County Code Title 19, in order to recover both the administrative and abatement costs and the administrative civil penalties associated with said violation, as accounted for by the Enforcing Officer; and b) Order that the administrative and abatement costs associated with the violation, as defined by Title 19 of Lassen County Code, be placed on the county tax roll, in an effort to recover said costs.

Attachments: [PB CDEF2018-044 Powles11-27-18 packet](#)

#### **D. MATTERS SET FOR TIME CERTAIN**

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1** 10:00 a.m.: RECOGNITION COMMITTEE  
SUBJECT: 10 Year Awards: Cheryl Lauristen (Ag Commission); 15 Year Awards: Scott Withrow (Sheriff Department); 30 Year Award: Tamar Dean (Community Social Services).  
FISCAL IMPACT: None.  
ACTION: Present awards.

10:25 a.m.: RECESS

#### **E. STUDY SESSION**

#### **F. BOARDS AND COMMISSIONS**

#### **G. INFORMATION/CONSENT CALENDAR**

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

BOARD OF SUPERVISORS

- 1** SUPERVISOR GALLAGHER  
SUBJECT: Request to designate: \$300 to the Susanville Salvation Army Angel Tree Program.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditure.
- 2** SUPERVISOR TEETER  
SUBJECT: Request to designate: 1) \$200 to the Susanville Salvation Army Angel Tree Program; and 2) \$250 to the Lassen/Modoc Food Bank.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditures.
- 3** SUPERVISOR HEMPHILL  
SUBJECT: Request to designate: \$200 to the Susanville Salvation Army Angel Tree Program.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditure.
- 4** SUPERVISOR ALBAUGH  
SUBJECT: Request to designate: 1) \$200 to the Susanville Salvation Army Angel Tree Program; and 2) \$500 to the Lassen County Search and Rescue.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditures.

## AUDITOR'S OFFICE

- 5** FUND BALANCES  
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of October 31, 2018.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 10-31-18](#)

## COUNTY ADMINISTRATIVE OFFICE

- 6** INFORMATION SERVICES  
SUBJECT: Annual Computer Replacement Purchase as budgeted in the fiscal 2018-19 budget in an amount not to exceed \$75,000.  
FISCAL IMPACT: This expenditure will be paid from existing funds in Fund 104-0322, Information Services, and the revenue has been received from the multiple departments scheduled for replacement this year.  
ACTION REQUESTED: Approve purchase.

Attachments: [181127 Annual Computer Replacement](#)

COUNTY CLERK-RECORDER

- 7** REGISTRAR OF VOTERS  
SUBJECT: Appointment of nominees to District Boards and School Districts that did not have sufficient nominees to be placed on the November 8, 2016, Presidential General Election ballot.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: Appoint nominees, in lieu of Election as per Section 10515 of the California Elections Code and Section 5326 of the Education Code.

Attachments: [G7 Attach](#)

- 8** REGISTRAR OF VOTERS  
SUBJECT: Certified Statement of Results for the November 6, 2018 Statewide General Election.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: 1. Receive and file the Certified Statement of Results for the November 6, 2018, Statewide General Election as per Section 15372 of the California Elections Code; and 2. Declare the results as per Election Code Section 15400.

Attachments: [G8 Attach](#)

- 9** MEETING MINUTES  
SUBJECT: Meeting minutes of November 13, 2018.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes](#)

DISTRICT ATTORNEY

- 10** ASSISTANT & DEPUTY DISTRICT ATTORNEY JOB DESCRIPTIONS  
SUBJECT: Update to the Assistant and Deputy District Attorney's Job Descriptions.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve the updated job descriptions of the Assistant and Deputy District Attorneys.

Attachments: [DA Assistant District Attorney IV.V 10.22.2018](#)  
[DA Deputy District Attorney I.II.III 10.22](#)

#### HEALTH AND SOCIAL SERVICES

- 11** HEALTH AND SOCIAL SERVICES  
SUBJECT: Amendment to Agreement with Kings View Corporation Fiscal Year 18/19.  
FISCAL IMPACT: There is no impact to County General Fund. Additional costs for this Amendment will be paid with Behavioral Health funds.  
ACTION REQUESTED: 1) Approve Amendment; and 2) authorize the County Administrative Officer to execute.

Attachments: [HSS Kings View 11.27.18](#)

#### PRISON TRIAL COSTS

- 12** PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS  
SUBJECT: Recap of CCC Prison and High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2018 through October 2018.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Costs Attach](#)

#### PUBLIC WORKS DEPARTMENT

- 13** PUBLIC WORKS  
SUBJECT: Use of Susanville Veterans Memorial Building by Lassen Family Services for Fundraising Event.  
FISCAL IMPACT: Reduced use fee covers building's basic operational costs.  
ACTION REQUESTED: 1) Retroactively consider a special reduced use fee of \$449 for use of the Susanville Veterans Memorial Building by Lassen Family Services for a fundraising special event; and 2) Retroactively refund \$631 to Lassen Family Services.

Attachments: [PW B of B LFS 11-27-18 Attach](#)

- 14** PUBLIC WORKS  
SUBJECT: Use of Susanville Veterans Memorial Building by Lassen County Best of Broadway for the Year 2019 Theatrical Production.  
FISCAL IMPACT: Long term use fee covers building's operational costs.  
ACTION REQUESTED: 1) Consider a special long term use fee for use of the Susanville Veterans Memorial Building (SVMB) for a special event by the Lassen County Best of Broadway's (B of B) 2019 theatrical production; and 2) accept long term use fee upon conclusion of event; and 3) utilize currently adopted short term Application and Use Agreement and User Responsibilities for special event use.

Attachments: [PW B of B SVMB 11-27-18 Attach](#)

- 15** ROAD DEPARTMENT  
SUBJECT: Award bid for Tires for the Public Works Department (Road Division).  
FISCAL IMPACT: Funding is budgeted within the Road Budget, Fund 122-1221. Estimated annual cost of \$60,000.  
ACTION REQUESTED: Award bid for Tires for Road Division, for the period of November 1, 2018 through October 31, 2019, to Carlson's Tire Pros and Auto, Susanville, CA, the lowest bidder meeting specifications.

Attachments: [PW Tire Bid Attach](#)

#### TREASURER/TAX COLLECTOR

- 16** PORTFOLIO  
SUBJECT: Treasurer's Investment Report for October 31, 2018.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 10-31-2018](#)

#### MISCELLANEOUS CORRESPONDENCE ITEMS

- 17** ACTION REQUESTED: Receive and file the following correspondence:  
a) Susanville City Council Regular Meeting Agenda for November 21, 2018.  
b) Lahontan Regional Water Quality Control Board Notice of California Environmental Quality Act Public Scoping Meeting December 6, 2018.  
c) Lassen Transit Service Agency Special Meeting Agenda for November 19, 2018.  
d) PSA 2 Area Agency on Aging Advisory Executive Board Special Meeting Conference Call November 19, 2018.

Attachments: [Misc Corr](#)

## H. DEPARTMENT REPORTS

COUNTY ADMINISTRATIVE OFFICE

1 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

**I. CORRESPONDENCE**

1 ESTILL RANCHES LLC GROUNDWATER EXPORTATION UPDATE  
SUBJECT: Update the Board of Supervisors on the 2018 Estill Ranches LLC groundwater exportation activity (Groundwater Exportation Permit #2017-001).  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive report.

Attachments: [PB Estill Update 11-27-18 packet](#)

**J. AGENDA ADDENDUM**

**2018 PROPOSED MEETING:**

**December 4, 2018 – No Board Meeting**

**December 11, 2018 – 9:00 a.m. – Board Meeting**

**December 18, 2018 – 9:00 a.m. – Board Meeting**

**December 25, 2018 – Holiday – No Board Meeting**

**ADJOURNMENT**