



# Lassen County

## Meeting Agenda

### Board of Supervisors Special Meeting

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

Tuesday, April 14, 2020

9:00 AM

Lassen County Fairgrounds  
Jensen Hall  
195 Russell Ave  
Susanville, CA 96130

#### 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. 20-015

\*Next Ordinance in line for adoption: No. 2020-01

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).

2) Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9: One case.

#### 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
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.

## 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.

10:25 a.m.: RECESS

## E. STUDY SESSION

## F. BOARDS AND COMMISSIONS

- 1 LASSEN COUNTY CHILDREN & FAMILIES COMMISSION  
SUBJECT: Commissioner appointment.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Consider making appointment (Phoebe Freeman).

Attachments:     [F5 Letter](#)  
                              [F5 Phoebe Freeman](#)

## 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

AUDITOR'S OFFICE

- 1 FUND CASH BALANCES  
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of March 31, 2020.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 3-31-20](#)

COUNTY ADMINISTRATIVE OFFICE

- 2 PERSONNEL REPORT  
SUBJECT: Personnel Movement Report for February 2020.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [Personnel Report](#)

COUNTY CLERK-RECORDER

- 3 MINUTES  
SUBJECT: Meeting Minutes of March 17, 2020, and March 24, 2020.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 3-17-2020](#)  
[DRAFT MINS 3-24-2020](#)

- 4 ELECTIONS  
SUBJECT: Certified Statement of Results for the March 3, 2020 Presidential Primary Election.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive and file the Certified Statement of Results as per Elections Code Section 15372; and 2) declare the results as per Elections Code Section 15400.

Attachments: [SOVC REPORT March 3 2020](#)

HEALTH AND SOCIAL SERVICES

- 5 COMMUNITY SOCIAL SERVICES  
SUBJECT: Agreement #19-5043 with California Department of Social Services for legal consultation and representation in Resource Family Approval (RFA) appeal.  
FISCAL IMPACT: There is no impact to the General Fund.  
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the County Administrative Officer to execute the agreements.

Attachments: [CSS Attach](#)

PRISON TRIAL COSTS

- 6 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, 2019, through March, 2020.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Cost Attach](#)

PUBLIC WORKS DEPARTMENT

- 7 ROAD DEPARTMENT  
SUBJECT: Asphalt Concrete (1/2" max. med. PG Grade 64-28).  
FISCAL IMPACT: Funding will be from the current 2019-2020 Fiscal Year (FY) Road Operating fund/Budget Unit No 122-1221. Maximum cost would be an amount equal to \$289,172.81 if all material was utilized.  
ACTION REQUESTED: 1) Award Asphalt Concrete (1/2" max. med. PG Grade 64-28) to Eagle Peak Rock & Paving, Inc. in the amount of \$64 per ton (not to exceed 2,000 tons or \$137,280 w/tax) for the Bieber area; and 2) Hat Creek Construction and Materials, Inc. in the amount of \$69.75 per ton (not to exceed 1,500 tons or \$112,210.31 w/tax) for Susanville/Standish area; and 3) Sierra Cascade Aggregate and Asphalt (Litchfield Pit) in the amount of \$74 per ton (not to exceed 500 tons or \$39,682.50 w/tax) for the Standish/Litchfield areas; and/or 4) provide direction to staff.

Attachments: [PW Asphalt Attach](#)

- 8 ROAD MAINTENANCE  
SUBJECT: SB-1 Road Maintenance and Rehabilitation Account (RMRA) Funding 2020/2021  
Fiscal Year (FY)  
FISCAL IMPACT: Anticipated revenue in the estimated amount \$2,278,175 from the 2020/2021 FY appropriation of SB 1 RMRA Funds to the 2020/2021 FY Road Construction Fund/Budget Unit No. 122-1222.  
ACTION REQUESTED: 1) Approve the Project List for the 2020/2021 FY SB-1 Road Maintenance and Rehabilitation Account (RMRA) Funding; and 2) adopt resolution; and/or 3) provide direction to staff.

Attachments: [PW SB-1 Road Maint](#)

- 9 MILEAGE  
SUBJECT: Resolution certifying county maintained road mileage for 2019.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Adopt resolution; and/or 2) provide direction to staff.

Attachments: [PW Mileage Attach](#)

SHERIFF'S DEPARTMENT

- 10** PATROL  
SUBJECT: Authorization to purchase 28 Dell Semi-Rugged Laptops, with memory upgrade and vehicle power adaptors from Granite Data Solutions for Sheriff's Office personnel.  
FISCAL IMPACT: The total cost including tax is \$59,339.87 with free shipping. From Sheriff/Patrol Fund/budget Unit No. 130-0522.  
ACTION REQUESTED: Approve.

**Attachments:** [SO LCSO Board Packet for 4-14-20](#)

TREASURER/TAX COLLECTOR

- 11** PORTFOLIO  
SUBJECT: Treasurer's Investment Report for March 31, 2020.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

**Attachments:** [LASSEN COUNTY PORTFOLIO - 3-31-20](#)

- 12** DELEGATION OF AUTHORITY  
SUBJECT: Approve Resolution Renewing Delegation of Authority.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Adopt resolution renewing the Delegation of Authority to Invest and Reinvest Funds of the County and the Funds of Other Depositors in the County Treasury.

**Attachments:** [Trea Tax DELEG AUTH Attach](#)

- 13** INVESTMENT POLICY  
SUBJECT: Approve Investment Policy for Fiscal Year 2020/2021 Fiscal year (FY).  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Approve the Lassen County Investment Policy for the 2020/2021 FY; and 2) Adopt the resolution to approve the Lassen County Investment Policy for the 2020/2021 FY.

**Attachments:** [Treas Tax INV POL 20-21 BOARD Attach](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 14 ACTION REQUESTED: Receive and file the following correspondence:
- a) Susanville City Council Special Meeting Agenda for March 25, 2020.
  - b) Lassen County Technical Advisory Committee Meeting Agenda for April 2, 2020.
  - c) Notice of Cancellation for the Lassen County Planning Commission Meeting scheduled for April 7, 2020.
  - d) Revised Lassen County Technical Advisory Committee Meeting Agenda for April 2, 2020.
  - e) Susanville City Council Special Meeting Agenda for April 1, 2020.
  - f) Central Valley Regional Water Quality Control Board Public Meeting Notice and Agenda for April 16, 2020.

Attachments: [MISC CORR](#)

## H. DEPARTMENT REPORTS

### COUNTY COUNSEL

- 1 INDUSTRIAL DISABILITY RETIREMENT  
SUBJECT: Revisions to Lassen County's Industrial Disability Retirement (IDR) procedures.  
FISCAL IMPACT: Undetermined.  
ACTION REQUESTED: 1) Adopt resolution delegating certain authority to incumbent County Administrative Officer; and 2) adopt resolution establishing procedure for Industrial Disability Retirement determinations for local safety officers; and 3) approve contract with Office of Administrative Hearings to provide Administrative Law Judge; and/or 4) provide direction to staff.

Attachments: [COCO a CalPERS and Reso IDR \(1\)](#)

- 2 POLICY RATIFICATION  
SUBJECT: Ratification of Covid-19 Leave Policy #20-P02 and Telecommute Policy #20-P03 approved by the County Administrative Officer on March 30, 2020.  
FISCAL IMPACT: Undetermined.  
ACTION REQUESTED: 1) Ratify policies; and/or 2) provide direction to staff.

Attachments: [20-P03 TelecommutePolicy](#)  
[20-P02 Covid Leave](#)

### COUNTY COUNSEL

- 3 CONTRACT  
SUBJECT: Contract Amendment with Prentice Long, PC pertaining to continuing duties of the County Counsel office.  
FISCAL IMPACT: \$100,000.00 Fund/ Budget Unit No. 100-0141.  
ACTION REQUESTED: 1) Approve amendment to the contract; and 2) authorize the Chairman to sign.

Attachments: [COCO Amendment Contract Prentice Long](#)

DISTRICT ATTORNEY

- 4 DISTRICT ATTORNEY  
SUBJECT: Deputy District Attorney IV/V position.  
FISCAL IMPACT: No impact to the General Fund.  
ACTION REQUESTED: Allocate funding to Fund/Budget Unit No. 130-0431, Deputy District Attorney IV/V, and unfund Fund/Budget Unit No. 130-0431 Deputy District Attorney I/II/III.

Attachments: [District Attorney Memo](#)

COUNTY ADMINISTRATIVE OFFICE

- 5 PUBLIC HEALTH  
SUBJECT: Report from Lassen County Health Officer, Dr. Korver regarding Coronavirus (COVID-19).  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive Report.

Attachments: [PH Attach](#)

- 6 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

**I. CORRESPONDENCE**

**J. AGENDA ADDENDUM**

**2020 PROPOSED MEETINGS:**

April 21, 2020 – 9:00 a.m. – Board Meeting  
April 28, 2020 – 9:00 a.m. – Board Meeting  
May 5, 2020 – No Board Meeting  
May 12, 2020 – 9:00 a.m. – Board Meeting  
May 19, 2020 – 9:00 a.m. – Board Meeting  
May 26, 2020 – 9:00 a.m. – Board Meeting  
June 2, 2020 – No Board Meeting  
June 9, 2020 – No Board Meeting  
June 16, 2020 – 9:00 a.m. – Board Meeting  
June 23, 2020 – 9:00 a.m. – Board Meeting  
June 30, 2020 – 9:00 a.m. – Board Meeting  
July 7, 2020 – No Board Meeting  
July 14, 2020 – 9:00 a.m. – Board Meeting  
July 21, 2020 – 9:00 a.m. – Board Meeting  
July 28, 2020 – 9:00 a.m. – Board Meeting  
August 4, 2020 – No Board Meeting  
August 11, 2020 – 9:00 a.m. – Board Meeting  
August 18, 2020 – 9:00 a.m. – Board Meeting  
August 25, 2020 – 9:00 a.m. – Board Meeting  
September 1, 2020 – No Board Meeting  
September 8, 2020 – 9:00 a.m. – Board Meeting  
September 15, 2020 – 9:00 a.m. – Board Meeting  
September 22, 2020 – 9:00 a.m. – Board Meeting  
September 29, 2020 – No Board Meeting  
October 6, 2020 – 9:00 a.m. – Board Meeting  
October 13, 2020 – 9:00 a.m. – Board Meeting  
October 20, 2020 – 9:00 a.m. – Board Meeting  
October 27, 2020 – No Board Meeting  
November 3, 2020 – No Board Meeting  
November 10, 2020 – 9:00 a.m. – Board Meeting  
November 17, 2020 – 9:00 a.m. – Board Meeting  
November 24, 2020 – 9:00 a.m. – Board Meeting  
December 1, 2020 – No Board Meeting  
December 8, 2020 – 9:00 a.m. – Board Meeting  
December 15, 2020 – 9:00 a.m. – Board Meeting  
December 22, 2020 – 9:00 a.m. - Board Meeting

**ADJOURNMENT**