



# Lassen County

## Meeting Agenda

### Board of Supervisors Special Meeting

*LASSEN COUNTY SUPERVISORS:*

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

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Tuesday, August 11, 2020

9:00 AM

Lassen County Fair  
Jensen Hall  
195 Russell Ave  
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. 20-034

\*Next Ordinance in line for adoption: No. 2020-02

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.

- 1                    10:00 a.m.: PLANNING AND BUILDING SERVICES - APPEAL PROCEEDINGS OF JULY 28, 2020, RE-AGENDIZED AT DIRECTION OF CHAIRMAN  
SUBJECT: Appeal by Jagpreet (Jay) Singh of the Planning Commission's approval of Use Permit Number 2019-011. Said approval permitted construction of a 9,100-square-foot retail store off of Old Highway Road near Doyle. The project site is located approximately one mile north of the Town of Doyle at 436-400 and 436-410 Old Highway Road (also known as Carol Drive) APNs 141-060-12, and 141-060-13.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: 1) Having conducted the public hearing on July 28, 2020, provide the then absent board member (District 3) an opportunity to participate in a decision on the appeal.

**Attachments:**    [C1 Attach Exhibit D Inventory Sample Book Dollar General](#)  
[C1 Attach](#)  
[Staff Report](#)  
[Five Page Woodcrest Letter](#)  
[Support Letters Submitted by Applicant](#)  
[Email from Caltrans Submitted by Eugene Chittock](#)  
[Twelve Letters Submitted by S. Singh on May 26, 2020](#)

## 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**

**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** GRAY WOLVES  
SUBJECT: California Department of Fish and Wildlife’s (CDFW) draft Local Implementation Strategy for the Conservation Plan for Gray Wolves in California: Information for Livestock Producers, Local Governments, Organizations, and other Stakeholders and draft Proposed CDFW Location Reporting System.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: Receive information.

Attachments: [BOS - Gray Wolves Attach](#)

COUNTY CLERK-RECORDER

- 2** MINUTES  
SUBJECT: Meeting Minutes of July 28, 2020.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

CHILD SUPPORT SERVICES

- 3** AGREEMENT  
SUBJECT: Request the Board to approve the State Fiscal Year 2020/21 agreement between the Department’s and Law Office of Jessica Ryan Ann Keeney in the amount of \$95,000.00 per year.  
FISCAL IMPACT: There is no fiscal impact to the General Fund; there is no net increase to appropriations.  
ACTION REQUESTED: Approve the agreement with the Law Office of Jessica Ryan Ann Keeney; authorize the County Administrator Officer to sign the contract on behalf of the Lassen Board of Supervisors.

Attachments: [DCSS 8.11.20 Staff Report](#)  
[DCSS Shared Service - Plumas](#)  
[DCSS Final SFY 20-21 Jessica Ann Ryan Keeney Contract](#)

OFFICE OF EMERGENCY SERVICES

- 4 REVIEW OF LOCAL EMERGENCY  
SUBJECT: Review Proclamation of Local Emergency, Resolution No. 20-014 and the Local Health Emergency Regarding Novel Coronavirus (COVID-19), Resolution No. 20-015.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Review and continue Resolution No. 20-014 and Resolution No. 20-015.

COUNTY ADMINISTRATIVE OFFICE

- 5 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 June 2020.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial](#)

PUBLIC WORKS DEPARTMENT

- 6 SKYLINE ROAD EXTENSION  
SUBJECT: Notice of Completion for Skyline Road Extension Construction Project, Lassen County, Contract No. 18-2363, RPSTPL-5907(014).  
FISCAL IMPACT: The total project cost of \$8,428,317.74 has been paid from Fiscal Year (FY) 2019/2020 and FY 2020/2021 Road Construction Budget, Fund/Budget Unit No. 122-1222 with reimbursable STIP funding in the amount of \$7,970,000.  
ACTION REQUESTED: 1) Approve the Notice of Completion; and 2) authorize the Director of Public Works to sign.

Attachments: [PW Skyline Completion Attach](#)

- 7 SKYLINE ROAD EXTENSION RESOLUTION  
SUBJECT: Resolution adding Skyline Road Extension into the County Maintained Road System.  
FISCAL IMPACT: Undetermined revenue from the Highway Users Gas Tax and negative impact of added maintenance responsibility, including snow removal and liability.  
ACTION REQUESTED: 1) Adopt Resolution.

Attachments: [PW Skyline Rd Attach](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 8 ACTION REQUESTED: Receive and file the following correspondence:
- a) Lassen County Technical Advisory Committee Meeting Agenda for August, 6, 2020.
  - b) Lassen County Planning Commission Notice of Cancellation for the regularly scheduled meeting on August 4, 2020.
  - c) Lassen County Behavioral Health Advisory Board meeting agenda for August 10, 2020.
  - d) Susanville City Council Special Meeting agenda for August 5, 2020.
  - e) Central Valley Regional Water Quality Control Board Meeting Agenda for Thursday, August 13, 2020, and Friday, August 14, 2020.

Attachments: [MISC CORR](#)

## H. DEPARTMENT REPORTS

### COUNTY COUNSEL

- 1 ASSESSMENT APPEALS  
SUBJECT: Imposition of a fee for the filing of assessment appeals application.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

Attachments: [200811 Assessment Appeals Filing Fees](#)

### PLANNING AND BUILDING SERVICES

- 2 GROUNDWATER SUSTAINABILITY PLAN LETTERS  
SUBJECT: Letter from the Board of Supervisors to Governor Gavin Newsom, and a separate letter to the State Legislature, both requesting that the January 31, 2022, deadline to prepare a Groundwater Sustainability Plan for the Big Valley groundwater Basin be extended as a result of difficulties the Groundwater Sustainability Agency is having conducting public outreach during the COVID-19 pandemic.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: Authorize Chairman to sign.

Attachments: [letter to legislature re more time for GSP BOS Letterhead](#)  
[Letter to Governor Re Big Valley BOS Letterhead](#)

### SHERIFF'S DEPARTMENT

3

ADMINISTRATION

SUBJECT: Fiscal Year (FY) 2020/2021 Budget Adoption for identified Sheriff's Office Budgets.

FISCAL IMPACT: No General Fund impact.

ACTION REQUESTED: 1) Adopt FY 2020/2021 Sheriff's Budgets for the following Fund/Budget Units in the identified amounts: a) \$319, 271 for Equipment Depreciation, Fund/Budget Unit No. 185-0540; b) \$1,316.963 for Lassen County Motor Pool, Fund/Budget Unit No. 135-0352; and c) \$231,980 for Sheriff Contracts - Boat Patrol, Fund/Budget Unit No. 111-0520.

Attachments: [SO Admin attach](#)

4

JOB DESCRIPTION

SUBJECT: Approval of Correctional Lieutenant job description, and approval to fill the existing Sheriff's Lieutenant position in the Jail, Fund/Budget Unit No. 130-0525, with a Correctional Lieutenant.

FISCAL IMPACT: There will be some cost savings based on the Police Officers Association (POA) - B pay scale being lower than the POA - A pay scale, as well as some differences in incentives available to the two positions.

ACTION REQUESTED: 1) Approve the creation of a Correctional Lieutenant position; and 2) set compensation at Range 25 in the POA - B pay scale, and approve including the position in the Lassen County Police Officers Association (LCPOA) Management Unit; and 3) approve filling the existing Sheriff's Lieutenant position in the Jail, Fund/Budget Unit No. 130-0525, with a Correctional Lieutenant.

Attachments: [SO Job Descript Attach](#)

COUNTY ADMINISTRATIVE OFFICE

5

CAL FIRE AGREEMENT

SUBJECT: Ratification of an executed agreement between Cal-Fire and Lassen County for use of Lassen County fairgrounds for the Hog Fire Incident.

FISCAL IMPACT: Revenue to Fund/Budget Unit No. 175-1751.

ACTION REQUESTED: 1) Receive report and ratify agreement; and/or 2) Provide direction to staff.

Attachments: [OES Resolution Attach](#)  
[200728 Cal-Fire CALMU003874 HOG Fire-Executed](#)

- 6 COVID-19 CARES ACT FUNDING  
SUBJECT: Fiscal Year (FY) 2020/2021 budget appropriation of \$2,940,000 from the Coronavirus Aid, Relief and Economic Security Act ("CARES Act").  
FISCAL IMPACT: Positive.  
ACTION REQUESTED: 1) Approve a budget appropriation of \$2,940,000 in Fund/Budget Unit No. 160-1601 for Coronavirus related expenditures. (4/5 vote required).

Attachments: [CARES Act Funding](#)

- 7 COVID-19 CARES ACT FUNDING RESOLUTION  
SUBJECT: Resolution waiving competitive procurement processes for the procurement of goods and services to allow for the expeditious use of Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") funding and related authorizations.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Adopt Resolution (4/5 vote required); and/or 2) provide direction to staff.

Attachments: [200811 resolution CARES ACT Procurement](#)

- 8 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

## I. CORRESPONDENCE

## J. AGENDA ADDENDUM

**2020 PROPOSED MEETINGS:**

**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**