



# 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, October 27, 2020

9:00 AM

Veterans Memorial Hall  
1250 Main Street  
Susanville, CA 96130

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**\*NOTICE - PLEASE PARK BEHIND THE VETERANS MEMORIAL HALL. PARKING IS PROHIBITED IN THE OLD DEAL 'N DAVIE PARKING LOT AND PAPA MURPHY'S PARKING LOT.**

#### **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. 20-044

\*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 Labor Negotiator Richard Egan: a) Management and Professional Association.
- 3) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9: One case.
- 4) Employee performance evaluation: County Administrative Officer.

## **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                    10:15 a.m.: PUBLIC WORKS  
SUBJECT: Resolution of Intention to vacate a segment of Johnson Road (County Road 220).  
FISCAL IMPACT: Potential minor reduction in Highway Users Gas Tax revenue to Fund/Budget Unit No. 122-1221. Reduction in revenue would be offset by deletion of County's maintenance responsibility and associated liability for road segment  
ACTION REQUESTED: 1) Consider abandoning/vacating a portion of Johnson Road (County Road 220); and 2) Adopt Resolution.

Attachments:     [Johnson Road](#)

## **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 RECOGNITION COMMITTEE PRESENTATION  
SUBJECT: 15 Year: Michael Haley (Solid Waste); 20 Year: Anthony Silveria (Solid Waste).  
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

AUDITOR'S OFFICE

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

Attachments: [LASSEN COUNTY FUND BALANCES 9-30-2020](#)

COUNTY ADMINISTRATIVE OFFICE

- 2 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 through September, 2020.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Cost](#)

- 3 PERSONNEL REPORT  
SUBJECT: Personnel Movement Report for September 30, 2020.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [Personnel Report](#)

- 4 HISTORIC COURTHOUSE  
SUBJECT: Lassen County Historic Courthouse informational update.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive information.

Attachments: [201027 Ag Memo - Historic Courthouse update](#)

COUNTY CLERK-RECORDER

- 5 THIS ITEM HAS BEEN PULLED

PUBLIC WORKS DEPARTMENT

- 6 HEATING OIL DIESEL  
SUBJECT: Bid Award: Heating Oil-Diesel #2.  
FISCAL IMPACT: Funding is budgeted within the utility line item of various departments.  
ACTION REQUESTED: 1) Award bids for Heating Oil-Diesel #2 Harbert Oil Company for the Bieber area (\$0.15/gallon firm margin above OPIS) and Susanville area (\$0.20/gallon firm margin above OPIS); and 2) Ed Staub and Sons for the Westwood area (\$0.233/gallon firm margin above OPIS).

Attachments: [Diesel Bid](#)

- 7 LIQUID PROPANE  
SUBJECT: Bid Award: Liquid Propane.  
FISCAL IMPACT: Funding is budgeted within the utility line item of various departments.  
ACTION REQUESTED: 1) Award bid to Ed Staub and Sons, the lowest bidder, in the amount of \$0.38/gallon (firm margin above BPN) for all areas including Bieber, Doyle, Herlong, Janesville, Ravendale, Standish, Susanville and Westwood.

Attachments: [Propane Bid](#)

TREASURER/TAX COLLECTOR

- 8 CONTRACT  
SUBJECT: Contract with RTL First Remittance Check Processing Solution.  
FISCAL IMPACT: \$28,000 to be paid from ACO Budget Fund/Budget Unit No. 100-019  
ACTION REQUESTED: 1) Approve contract; and 2) authorize the Treasurer/Tax Collector to execute.

Attachments: [TTL Attach](#)

- 9 PORTFOLIO  
SUBJECT: Treasurer's Investment Report for September, 2020.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 9-30-20](#)

#### OFFICE OF EMERGENCY SERVICES

- 10 REVIEW OF LOCAL EMERGENCY (COVID-19)  
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 20-015.

Attachments: [doc01093920201022141210](#)

- 11 REVIEW OF LOCAL EMERGENCY (FIRES)  
SUBJECT: Review proclamation of Local Emergency, Resolution No. 20-031 Gold Fire, No. 20-032 Hog Fire, and No. 20-039 Sheep Fire.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Review and continue Resolution No. 20-031, 20-032 and 20-039.

Attachments: [doc01094020201022141222](#)

## H. DEPARTMENT REPORTS

### BOARD OF SUPERVISORS

- 1 FAIR MANAGER RECRUITMENT  
SUBJECT: Provide direction to staff related to the Fair Manager recruitment process.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive brief report from the County Administrative Officer; and 2) provide direction to staff.

### PUBLIC WORKS DEPARTMENT

- 2 PER CAPITA GRANT  
SUBJECT: State Department of Parks and Recreation Per Capita Grant Program.  
FISCAL IMPACT: Depending on project(s) location a 25% match may be required by the State. The match requirement is determined by a State match calculator that determines median income in vicinity of a project location.  
ACTION REQUESTED: Consider approving the attached resolution to allow future application(s) for per capita grant funds from the State.

Attachments: [Per Capita Grant](#)

COUNTY ADMINISTRATIVE OFFICE

- 3 MEMORANDUM OF UNDERSTANDING  
SUBJECT: Ratification of Memorandum of Understanding (valid from ratification until June 2023) with Lassen County Management and Professional Association.  
FISCAL IMPACT: Varied over multiple budget units.  
ACTION REQUESTED: 1) Receive report; and 2) ratify MOU with Lassen County Management and Professional Association.

Attachments: [MPA MOU 2020-2023 Draft](#)

- 4 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

**2020 PROPOSED MEETINGS:**

**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**