

**MINUTES
BOARD OF SUPERVISORS
GLENN COUNTY, CALIFORNIA**

Tuesday, October 5, 2004

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:01 a.m., with members as follows:

Present: Supervisors Bungarz, Hansen, McGowan, Sprague and Freeman (Chairman)

Also Present: Belinda Blacketer, County Counsel
Sandra Pergson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. **Minutes**

Matter: Approve the Minutes of September 21, 2004.
Motion/Second: Supervisor Sprague/Supervisor Bungarz
Order: Approve Minutes
Vote: Unanimous.

2. **Unscheduled Matters**

Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.

Proceedings:

- a. Reports and issues were discussed by Supervisors.
- b. County Counsel Belinda Blacketer advised that she met with the Orland Veterans of Foreign Wars (VFW) and the Willows Veterans to explain how the Memorial Halls came to be built, also advised that the Willows Veterans want the Office of Education portion of the Memorial Hall. Ms. Blacketer stated she will write an opinion and Resolution to be placed on next the regular agenda.
- c. Human Resource Agency Director Kim Gaghagen spoke of a California State Association of Counties Magazine article regarding Social Services, and advised that the Governor had vetoed Child Welfare funding of approximately 17 million dollars which would have shifted to the County General Fund, but has signed Assembly Bill 1612 which reinstated 17.1 million and removes obligation from the County General Fund for mandated services.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".
Proceedings: Supervisor Sprague requested item 3 (c) pulled from Consent Calendar to abstain from voting
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Approve Consent Calendar as set forth on Attachment "A" with item (c) pulled
Vote: Unanimous.

4. **Resolution/Appropriations Limit**

Matter: Upon the recommendation of Director of Finance Don Santoro, adopt the following:

- (1) Resolution 2004-96 "Establishing the Appropriations Limit for the County of Glenn for the Fiscal Year Beginning July 1, 2004 and Ending June 30, 2005";
- (2) Resolution 2004-97 "Establishing the Appropriations Limit for the Storm Drain Maint District #3 for the Fiscal Year Beginning July 1, 2004 and Ending June 30, 2005"; and
- (3) Resolution 2004-98 "Establishing the Appropriations Limit for the North Willows County Service Area for the Fiscal Year Beginning July 1, 2004 and Ending June 30, 2005".

Motion/Second: Supervisor McGowan/Supervisor Bungarz
Order: Adopt Resolution 2004-96, 2004-97, and 2004-98
Vote: Ayes: Supervisors McGowan, Bungarz, Hansen, and Freeman
Abstain: Supervisor Sprague.

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5. **County Service Recognition**

Also Present: Gabriel M. Hood, Senior Mental Health Counselor II
Jacquelyn Billings, Buildings Services Department Administrative Services Officer
Anita J. Perez, Housing Rehabilitation Worker III

Matter: Present County Service Pin to Gabriel Hood in recognition of 10 years of service, and Jacquelyn Billings and Anita Perez in recognition of 20 years of service, with the County of Glenn.

Proceedings: The Chairman presented pins to Gabriel M. Hood, Jacquelyn Billings, and Anita Perez for their years of service with County of Glenn.

6. **Proclamation – National 4-H Week**

Also Present: Meghan Curry, Glenn County All Star
Virginia Howard, Glenn County 4-H Council President

Matter: Recommendation of Cooperative Extension Director Bill Kruger to Proclaim *October 3 through 9, 2004 4-H Week in Glenn County*.

Proceedings: Meghan introduced Virginia Howard, reviewed and read Proclamation

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Proclaim 4-H Week in Glenn County

Vote: Unanimous.

9:41 a.m. – The Chairman Called the Meeting in Recess

9:47 a.m. – The Chairman Called the Meeting to Order

7. **2004 State Fair Exhibit Presentation**

Also Present: Dan Obermeyer, Planning & Community Development Director
Doug Holvik, Public Works Director
Jennifer Cannizzaro, Senior Secretary

Matter: Recognize Beth Bjorklund for her efforts designing and building the 2004 State Fair Exhibit and accept the Bronze Rosette and annual report *Glenn County State Fair Exhibit 2004*.

Proceedings: a. Mrs. Cannizzaro reviewed the history of attendance at the State Fair, stated that she will be attending a meeting on October 28, 2004 in Sacramento for planning of next year's fair; and
b. Dan Obermeyer, stated that Jennifer deserves the credit for the county's participation of the fair booth

Motion/Second: Supervisor Sprague/Supervisor McGowan

Order: Recognize Beth Bjorklund, and accept the Bronze Rosette and annual report as submitted

Vote: Unanimous.

8. **Glenn Operational Area Emergency Operations Plan**

Also Present: Bob Shadley, Sheriff-Coroner
Bruce McLeod, Sheriff's Lieutenant

Matter: Recommendation of Sheriff Shadley to:
a. Adopt Resolution 2004-99 "Adopting the Glenn Operational Area Emergency Operation Plan"; and
b. Approve and execute *Letter of Promulgation*.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolution 2004-99 and approve letter as stated in (b) above

Vote: Unanimous.

**10:04 a.m. -- Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting**

9. **Request for Leave to Present Late Claim for Damages**

Also Present: Belinda Blacketer, County Counsel

Matter: a. Recommendation of County Counsel Belinda Blacketer to review, and accept or deny, Mr. Burrows's request for leave to present a late claim for damages; and
b. Recommendation of Golden State Risk Management Manager Scott Schimke to deny request as set forth in letter dated September 30, 2004. (Pursuant to Government Code Sections 911.4 to 912.2, inclusive, and Section 946.6)

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Proceedings: Ms. Blacketer advised that denying the request will not deny Mr. Burrows' ability to collect for damages if applicable, and that there was question of if the claim involved personal or real property and if the filing time is from date of occurrence or date damage is found, which would determine if the claim was actually late. If necessary, the aforesaid matter will be brought back to the Board.

Motion/Second: Supervisor Bungarz/Supervisor Sprague
Order: Deny request for leave to present a late claim for damages
Vote: Unanimous.

10. **Sheriff Selection Process ad hoc Committee**

Also Present: Kim Gaghagen, Administrative Representative
John Greco, Personnel Director

Matter: Recommendation of Sheriff Selection Process ad hoc Committee to accept the report of the Committee regarding recruitment for the replacement of Sheriff Shadley and direct actions to be taken.

Proceedings:

- a. Mr. Gaghagen reviewed options regarding recruitment, the timeline for appointing a replacement Sheriff, and advised that recruitment for Undersheriff is on hold until the Sheriff position is filled;
- b. Sheriff Shadley advised that those who qualify in the Undersheriff pool will be considered for Sheriff, and that P.O.S.T. Certificates are valid for three years, therefore applicants who have moved out of the State within that timeframe may be considered;
- c. Discussion was held regarding strategy if there are no qualified applicants, whereby Mr. Gaghagen advised that California State Association of Counties Public Support Services will provide a list of retired short term candidates;
- d. Supervisor Hansen requested that the Job Announcement include rural consideration in describing Glenn County;
- e. Discussion was held regarding the Oral Panel, and it was the general consensus that Human Resource Agency Director be changed to Administrative Representative and that the Hamilton City Community Services District and Citizens in Action work together to appoint a representative for Hamilton City to be included in the Oral Panel;
- f. On motion of Supervisor Bungarz, seconded by Supervisor McGowan, it was ordered to accept the report of the Committee with the amendments listed in (d) and (e) above;
- g. The motion was amended by Supervisor McGowan, with Supervisor Bungarz accepting the amendment and Supervisor Hansen seconding, it was unanimously ordered to appoint Supervisor Sprague as Board of Supervisor representative, and approve (f) as set forth above;
- h. Mr. Gaghagen advised that the job flier will be revised and distributed this date.

11. **Office of Education Administrative Building**

Also Present: Dan Gardner, Building Services Department Director
Debbie Newman, Assistant Director of Finance

Matter:

- a. Pursuant to Minute Order 7 of September 21, 2004, review results from bid opening held on September 16, 2004 and award bid to lowest responsible bidder; and
- b. Approve Transfer of Funds No. 5023 for \$2,655,000.00, to establish a budget for the Office of Education Construction Project. (4/5ths vote required) (No general fund impact)

Proceedings:

- a. Mr. Gardner advised that Randy Hill Construction was lowest responsible bidder, and recommended that he be awarded the bid, that the contract be approved and executed, and that the letter to the USDA be approved;
- b. Mrs. Newman advised that the additional funds needed for the construction project are coming from the Superintendent of Schools; and
- c. On motion of Supervisor Bungarz, seconded by Supervisor Sprague, it was unanimously ordered to award bid to Randy Hill Construction, execute contract, and approve letter to USDA and Transfer of Funds No. 5023.

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12. **Contract – Health Services Agency**

Also Present: Mike Cassetta, Health Services Agency Director
 Matter: Recommendation of Mr. Cassetta to:
 a. Approve and authorize the Director, or his designee, to enter into a contract with *Richard Wyde of Davis Wright Tremaine LLP*, to update the Joint Powers Agreement (JPA) for Mental Health Computer Services to reduce Glenn County risk and be responsive to new business modes of today regarding Information Technology; and
 b. Declare that no conflict exists with Glenn County.
 (No general fund impact)
 Motion/Second: Supervisor Bungarz/Supervisor Hansen
 Order: Approve the aforesaid matter
 Vote: Unanimous.

10:41 a.m. – County Counsel Belinda Blacketer Left the Meeting

13. **Transfer of Funds**

Matter: Approve the following intradepartmental Transfer of Funds, 4/5 vote required, no general fund impact:

Trans No.	Department/Budget	Description	Amount
5015	Women, Infants & Children (WIC)	To appropriate unanticipated increase to Federal WIC revenues to cover purchase of computer equipment.	\$ 16,170.00
5017	Human Resource Agency/Community Action Division	To appropriate unanticipated interest revenue to cover services and supplies expenses in Community Action Energy Partner Program.	\$ 15,300.00
5018	Vertical Prosecution Grant	To appropriate unanticipated revenue and allocate budget according to the Vertical Prosecution Grant award.	\$ 19,760.00
5022	Glenn General Hospital	To set up appropriation for bad debt write off for Glenn General Hospital as approved per Minute Order 3(c) of September 21, 2004.	\$ 1,143.82

Motion/Second: Supervisor Bungarz/Supervisor Hansen
 Order: Approve the aforesaid Transfers
 Vote: Unanimous.

14. **Ordinance/Groundwater**

Matter: Pursuant to introduction of Ordinance on September 21, 2004, adopt Ordinance 1168 *“Repealing Chapter 20.04 of the Glenn County Code, Relating to Groundwater”*.

Proceedings: Supervisor Sprague having read title of Ordinance set forth above, on motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered to waive further reading and adopt Ordinance 1168.

15. **Resolution/Sergeant Harvey Emmett Parkerson III**

Matter: Recommendation of Supervisor Gary Freeman to adopt Resolution 2004-95 *“Honoring Sergeant Harvey Emmett Parkerson III, United States Marine”*.

Motion/Second: Supervisor Sprague/Supervisor Hansen
 Order: Adopt Resolution 2004-95
 Vote: Unanimous.

10:46 a.m. – County Counsel Belinda Blacketer Entered the Meeting

16. **Resolution/Non-represented Employees/Bereavement Leave**

Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2004-100 *“Amending Section 10.12.24 ‘Bereavement Leave’ of the Personnel Policy of the County of Glenn”*, which increases the bereavement leave of non-represented employees to be comparable to the increases granted to represented employees.

Motion/Second: Supervisor Bungarz/Supervisor McGowan
 Order: Adopt Resolution 2004-100
 Vote: Unanimous.

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17. **Resolution/Human Resource Agency**
Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2004-101 "Amending the Position Allocation List for the Glenn County Human Resource Agency Adding One Accounting Technician Data Entry Operator III Position and Deleting One Account Clerk II Position".
Proceedings: Human Resource Agency Director Kim Gaghagen reviewed the aforesaid matter
Motion/Second: Supervisor Bungarz/Supervisor Freeman
Order: Adopt Resolution 2004-101
Vote: Unanimous.
18. **Building Services Department/Office of Education Administrative Building**
Matter: Recommendation of Building Services Department Director Dan Gardner to approve and authorize the Chairman of the Board of Supervisors to execute Agreement with *Dennis Dooley dba MHL Enterprises*, to provide a full-time resident inspector to perform daily inspections for the new Administrative Building proposed for the Office of Education, cost not to exceed \$97,000.00. (No general fund impact)
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous.
19. **Agreement/Bioterrorism Funding Grant**
Matter: Recommendation of Health Services Agency Mike Cassetta to approve and authorize the Chairman of the Board of Supervisors to execute *Bioterrorism Funding Grant Agreement* with California Department of Health Services and *Public Health Preparedness & Response to Bioterrorism Local Health Department Funding Fiscal Year 2004-05 Certification Form*, amount paid to County \$138,823.00. (No general fund impact)
Motion/Second: Supervisor McGowan/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
20. **Agreement/Sheriff**
Matter: Recommendation of Sheriff-Coroner Bob Shadley to approve and authorize the Sheriff to execute Agreement with the *Department of Boating and Waterways* for repair of three patrol vessels and purchase and installation of two boat storage structures, for \$15,000.00.
Motion/Second: Supervisor Bungarz/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
21. **Agreement/Cooperative Extension**
Matter: Recommendation of Cooperative Extension Bill Krueger to approve and authorize the Director to execute Agreement between County of Tehama and Glenn County Cooperative Extension to provide educational information regarding life cycle, effective monitoring, control, etc. of the Olive Fruit Fly. Actual costs will be reimbursed and are not to exceed \$7,500.00 per year, for a three year term.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.
22. **Agreement/Agricultural Commissioner**
Matter: Recommendation of Agricultural Commissioner Bill Duckworth to approve and authorize the Commissioner to execute an Agreement with *Camp Dresser & McKee, Inc.*, for professional assistance in preparation of a work plan for a CalFed Bay-Delta Authority Drinking Water Quality Program Grant, cost not to exceed \$200,000.00.
Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Approve the aforesaid matter
Vote: Unanimous.

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23. **Agricultural Commissioner/Bid Opening for Vegetation Control**
Matter: Recommendation of Agricultural Commissioner Bill Duckworth to approve advertising for vegetation control, weed management and noxious weed control, bid opening to be held October 18, 2004, 3:00 p.m., in the Agricultural Commissioner's Office, with bids to close October 18, 2004, 2:00 p.m., and be awarded October 19, 2004 at the Board of Supervisor's meeting.
Motion/Second: Supervisor Bungarz/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous.
24. **National Association of Counties (NACo) 2005 Membership Dues**
Matter: Pursuant to Invoice dated September 10, 2004, approve National Association of Counties (NACo) 2005 membership dues of \$516.00, to be paid from 01011010/ 03200/Memberships. (Budgeted Expenditure)
Motion/Second: Supervisor Bungarz/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
25. **California State Association of Counties (CSAC) Board of Director Member**
Matter: Recommendation of California State Association of Counties (CSAC) Executive Director Steven C. Szalay, to select the CSAC Board of Director Member and one Alternate Member for 2005, term beginning November 18, 2004.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Appoint Supervisor Freeman as Director Member and Supervisor McGowan as Alternate Member for 2005, as set forth above
Vote: Unanimous.
26. **Newville Cemetery District Reappointment**
Matter: Notice of Unscheduled Vacancy being posted, consider reappointing Mike Millsaps to the Newville Cemetery District, term to September 8, 2008.
Motion/Second: Supervisor McGowan/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
27. **Airport Advisory Committee Reappointment**
Matter: Notice of unscheduled Vacancy being posted, consider reappointing Leigh McDaniel to the Airport Advisory Committee, term to April 30, 2007.
Motion/Second: Supervisor Sprague/Supervisor Bungarz
Order: Approve the aforesaid matter
Vote: Unanimous.
28. **Board of Supervisors**
Matter: Hold discussion and determine whether to hold regularly scheduled Board of Supervisors meeting(s) on November 16th and/or November 30th, 2004, or an alternate date, due to the California State Association of Counties Annual Conference to be held the week of November 16, 2004 with two Supervisors attending.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Hold the November 16, 2004 meeting and cancel November 30, 2004
Vote: Unanimous.
29. **Miscellaneous**
Matter: Report *Glenn County Animal Control Yearly Report July 1, 2003 thru June 30, 2004*.
Proceedings: No action was taken.
30. **Closed Session**
Matter: Adjourn to Closed Session pursuant to Government Code Section 54957.6, to receive information from and provide instructions to the County's Chief Negotiator regarding negotiations with the Deputy Sheriff's Association and Peace Officer's Association.
Proceedings: a. The Chairman announced the aforesaid matter; and
b. As a result of Closed Session, the Chairman advised that there were no announcements.
Motion/Second: Chairman Direction
Order: Adjourn to Closed Session.

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31. The Chairman adjourned the meeting at 11:24 a.m. in memory of Sergeant Harvey Emmett Parkerson III, United States Marine.

GARY FREEMAN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: _____
Debbie Lambert, Deputy Clerk

Distribution:	Board Members	KIQS Radio Station	Willows Library
	County Counsel	Sacramento Valley Mirror	Orland Library
	Finance Director	Elections	

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ATTACHMENT "A"

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.

Motion/Second: Supervisor Sprague /Supervisor McGowan

Order: Approve Consent Calendar as set forth below

Vote: Unanimous by members present.

a. **Correction to the Assessment Roll**

Upon the recommendation of Vince Minto, approved the following Requests for Correction to the Assessment Roll, as follows:

Name	Parcel No.	Fiscal Year	Corr No.
Beauchamp Coston B &	037-04-1-004-0	04/05	33B
Ag Resources Inc	27-000248-00	04/05	42B

b. **Dispositions of County Property**

Approved Dispositions of County Property, as recommended by the Surplus Property Officer Rick Nunes:

Department	Description	Tag #	Disposition
County Counsel	CD Changer	5220	Scrapped
Department of Finance	Crest Image System	4490	Removed by Vender

c. **Public Works/Vehicles/Human Resource Agency**

Upon the recommendation of Public Works Director Doug Holvik, authorized Fleet Manager Rick Nunes to award bid to the lowest bidder Corning Ford for purchase of two 2004 Ford Taurus Four Door Sedans for the Human Resource Agency, for \$30,930.18. (No general fund impact)

d. **Health Services Agency/(WIC) Program**

Upon the recommendation of Health Services Agency Director Mike Cassetta, approved and authorized the Chairman of the Board of Supervisors to execute Amendment to the Women, Infants & Children (WIC) Program which increases the maximum amount received by the County from the State to \$996,099.00, for fiscal years 2003/2005. (No general fund impact)

e. **Finance Department/Payment of Invoice**

Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment of invoice from Probation which is over one year old, to Xerox Corporation, for \$223.35.

f. **Building Services Department/Authorization of Purchase**

Upon the recommendation of Building Services Department Director Dan Gardner authorized Supervising Buildings and Grounds Worker Ricardo Valdez be added to the list of employees authorized to make purchases outside of travel-related expenses. (Credit Card Purchasing Policy 4.02.11)