

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

Wednesday, July 7, 2004

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:00 a.m., with members as follows:

Present: Supervisors Bungarz, Hansen, Sprague and Freeman (Chairman)
Absent: Supervisor McGowan
Also Present: Belinda Blacketer, County Counsel
Sandra Pergson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. **Minutes**

Matter: Approve the Minutes of June 29, 2004.
Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Approve the aforesaid 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.

9:03 a.m. – Supervisor McGowan Entered the Meeting

Proceedings:

- a. Reports and issues were discussed by Supervisors.
- b. Woody Laughnan, Glenn Medical Center Administrator, introduced Dr. Gared Garrison as a new physician in the Family Practice Clinic, whereupon Dr. Garrison reviewed his background.
- c. Supervisor Sprague requested that item 3 (d) be pulled from the Consent Calendar for discussion since Mr. Laughnan was present; whereupon Personnel Director John Greco explained that when Glenn Medical Center is capable of offering all services for pre-employment physicals there will be no need to contract with Enloe Hospital. Mr. Laughnan advised that the hospital is working on a Workers Compensation Plan for the entire county.
- d. California Highway Patrol Commander Pat Arvizu introduced herself to the Board.
- e. Maggie Campbell, Labor Representative from United Public Employees of California Local 792, read a statement in support of the local law enforcement agencies, and concerns regarding budget reductions to the Sheriff Department.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Supervisor Sprague requested removing item 3 (g) from Consent Calendar for discussion, and approved the Consent Calendar set forth on Attachment "A"
Vote: Unanimous.

4. **Contract-Grand Jury Training**

Matter: Recommendation of 2003/2004 Grand Jury Foreman Mike Smith, authorize the Chairman of the Board of Supervisors to execute *Agreement Between the County of Glenn and Milton E. Walker* for the purpose of providing training for 2004/2005 Grand Jury members at \$25.00 per hour, not to exceed \$1,000.00. (County Contract 1719)
Proceedings: Supervisor Sprague expressed concerns regarding the funding source for this agreement; whereby upon discussion, and on motion of Supervisor McGowan, seconded by Supervisor Hansen, it was unanimously ordered to approve agreement with amount not to exceed \$500.00.

5. **County Service Recognition - Human Resource Agency**

Also Present: Nancy J. Simpler, Social Worker II
Matter: Present County Service Pin to Nancy J. Simpler for 10 years of service with the County of Glenn.
Proceedings: The Chairman presented 10 year pin to Ms. Simpler.

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6. **Transfer of Funds**

Matter: Approve the following intradepartmental Transfer of Funds, which requires a 4/5ths vote:

Trans No.	Department	Description	Amount
5391	COPS IN SCHOOLS	To appropriate revenue received from Hamilton City Schools to cover salaries to School Resource Officer position. No general fund impact.	\$ 2,600.00
5392	Health Services Administration	To appropriate unanticipated revenue to cover Health Services salaries & benefits costs. No general fund impact.	\$ 72,000.00
5398	Human Resource Agency/Community Action Division	To appropriate additional grant revenue for services & supplies expenses in the Community Action Energy Partner Program. No general fund impact.	\$ 35,396.08
5411	Probation	To appropriate unanticipated charges for services revenue to cover professional services costs in Probation. General fund impact.	\$ 25,000.00
5414	Probation & Capital Project/Juvenile Facility	To transfer appropriations from Probation professional services account to Juvenile Hall capital project budget to cover cost of acoustical panels and food services equipment at Juvenile Hall. General fund impact.	\$ 47,286.00

Proceedings: a. Mr. Santoro reviewed the aforesaid matter; and
b. Probation Department Supervisor Brandon Thompson reviewed the price to prepare meals at the juvenile hall, and advised there was an annual savings of \$5,000.00

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Approve the aforesaid matter

Vote: Unanimous.

9:45 a.m. – Supervisor Bungarz Left the Meeting

7. **Chamber of Commerce**

Also Present: Margaret Albiston, Manager, Willows Chamber of Commerce

Matter: Request of Ms. Albiston that the Board of Supervisors write an introduction for the first Glenn County Business Directory/Resource Guide, which is sponsored by both Willows and Orland Chambers of Commerce.

Proceedings: Ms. Albiston reviewed the aforesaid matter

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Approve matter and direct Administrative Representative Kim Gaghagen to write the introduction on behalf of the Board

Vote: Unanimous by members present.

8. **Administrative Manual-Chapter 4.02/Resolution**

Matter: Recommendation of County Counsel Belinda Blacketer to adopt Resolution 2004-71 *“Repealing the Provisions of the Glenn County Administrative Manual, Chapter 4.02, Miscellaneous Purchasing Procedures in its Entirety and Adding a New Chapter 4.02, Miscellaneous Purchasing Procedures”*, which replaces all references to Building Official and Building Inspector with Director of Building Services and clarifies content.

Proceedings: a. On motion of Supervisor Sprague, seconded by Supervisor McGowan, it was unanimously ordered by members present to adopt Resolution 2004-71; and
b. Later this date, County Counsel submitted an addition to A. as follows: Janitorial/Custodial Services shall be provided by county staff in County owned buildings; whereby, by unanimous vote by members present, the motion was amended by Supervisor Sprague, seconded by Supervisor McGowan, to include the aforesaid addition.

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9. **Contract/Glenn Local Agency Formation Commission (LAFCO)**
Matter: Recommendation of LAFCO Executive Officer Christy Leighton to approve and authorize the Chairman of the Board of Supervisors to execute a Memorandum of Understanding with LAFCO, whereby the Planning and Community Development Services Agency and Planning Division will provide services to LAFCo and Planning Director Dan Obermeyer is the Executive Officer.
Motion/Second: Supervisor Hansen/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.
10. **Water Advisory Committee**
Matter: Notice advising that the next Water Advisory Committee meeting to be held July 13, 2004 at 5:30 p.m. has been moved to the Monday Afternoon Club, 120 N. Lassen St., Willows.
Proceedings: No action taken.
11. **Water Advisory Committee-Orland-Artois Water District/Appointment**
Matter: Recommendation of Agricultural Commissioner Bill Duckworth to:
a. Accept the resignation of Orland-Artois Water District Representative Leigh McDaniel from the Water Advisory Committee; and
b. Pursuant to recommendation of Orland-Artois Water District, appoint Mike Vereschagin to the Water Advisory Committee, to serve at the pleasure of the board.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve (a) and (b) as set forth above
Vote: Unanimous by members present.

9:55 a.m. – The Chairman Called the Meeting in Recess

10:04 a.m. – The Chairman Called the Meeting to Order

12. **Sacramento River National Wildlife Refuge**
Also Present: Kelly Moroney, Assistant Refuge Manager
Matter: Presentation by Mr. Moroney advising of the availability of the Draft Management Plan (aka; a Comprehensive Conservation Plan) for the Sacramento River National Wildlife Refuge, which will be open for public review and comment during the period of July 8, to August 20, 2004. Public Meetings to be held in Willows July 20, Chico July 21, Red Bluff July 27, and Colusa July 29, 2004.
Proceedings: Mr. Moroney submitted and reviewed an overview of the Draft Management Plan, from the United States Department of the Interior, Fish and Wildlife Service dated July 1, 2004, and two Compact Discs were submitted for review. No action was taken on this matter.
13. **Budget/Resolution**
Also Present: Don Santoro, Director of Finance
Kim Gaghagen, Administrative Representative
Matter: Recommendation of Mr. Santoro and Mr. Gaghagen to adopt Resolution 2004-72 "Adopting 2004-2005 Proposed Budget", which provides guidelines for expenditures until a final County budget is adopted.
Proceedings:
a. Mr. Santoro reviewed the aforesaid matter;
b. Mr. Gaghagen reviewed proposed budget and process for adoption of final budget;
c. Chairman Freeman advised that the State is meeting this date for negotiations on the budget;
d. Sheriff Bob Shadley stated for the audience that this is the proposed budget, not the final, and to wait and see what transpires.
e. Wayne Gunter, Hamilton City resident, spoke against reduction in law enforcement;
f. Jose Puente, Hamilton City Fire Department, advised that a reduction in law enforcement will have an impact on response times to fire calls;
g. Dan Paul, Hamilton City resident spoke regarding the School Resource Officer, and the School District voting to increase their budget for the School Resource Officer.
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Adopt Resolution 2004-72
Vote: Unanimous by members present.

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**10:56 a.m. -- The Chairman Called the Meeting in Recess
Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting
11:09 a.m. -- The Chairman Called the Meeting to Order**

14. **Position Allocation List - Health Services/Resolution**
 Also Present: Mike Cassetta, Health Services Agency Director
 Cecilia Hutsell, Health Services Agency Deputy Director
 Matter: Recommendation of Mr. Cassetta to adopt Resolution 2004-73 "Amending the Position Allocation List for the Health Services Agency to Reflect FY 2004/2005 Budget". (No general fund impact)
 Proceedings: Mr. Cassetta reviewed the aforesaid matter
 Motion/Second: Supervisor McGowan/Supervisor Hansen
 Order: Adopt Resolution 2004-73
 Vote: Unanimous by members present.
15. **Agricultural Commissioner/Prop 13 Grant**
 Also Present: Rey Lopez, Environmental Biologist IV
 Matter: Recommendation of Agricultural Commissioner Bill Duckworth to authorize the Commissioner to execute "Agreement Between the County of Glenn and the CSU, Chico Research Foundation" to implement the Prop 13 Grant received by the County for the Glenn County Surface Water Stewardship Project.
 Proceedings: Mr. Lopez reviewed the aforesaid matter
 Motion/Second: Supervisor Hansen/Supervisor Sprague
 Order: Approve the aforesaid matter
 Vote: Unanimous by members present.
16. **Glenn County Airport Management Plan**
 Also Present: Kim Gaghagen, Human Resource Agency Director
 Marc Nemanic, Tri-County Economic Development Corporation
 Matter: Recommendation of Mr. Gaghagen and Mr. Nemanic to accept report and staff responses regarding Phase 1 of the Glenn County Airport Management Plan.
 Proceedings: a. Mr. Nemanic submitted an Overview of a slide presentation regarding the aforesaid matter, and advised that Phase II would begin this quarter;
 b. Mr. Gaghagen advised that a Request for Proposal (RFP) would be going out for the lease of three lots by October, 2004, and that the Plan calls for long-term leases; and
 c. On motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered by members present to receive the Glenn County Airport Management Plan report and staff responses.
17. **Legal Advertising/Willows Journal**
 Also Present: Sandy Soeth, Assistant Clerk of the Board
 Scott Gruendl, Human Resource Agency Deputy Director
 Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:
 a. Award the bid for legal advertising to the Willows Journal;
 b. Approve the Contract for legal advertising with the Willows Journal; and
 c. Authorize the Chairman of the Board of Supervisors to execute Agreement.
 Proceedings: a. Mr. Gruendl advised that the two proposals submitted were from Valley Mirror and Tri-County News, and that the Valley Mirror had submitted a Protest letter with the following points and responses:

POINT	RESPONSE
Tri-County's column width is less than the Valley Mirrors	Reviewing previous ad billings, point is not valid
Valley Mirror supplies colored ads for free	Tri-County will supply colored ads for free
Valley Mirror is a local vendor and Tri-County's company is based in Georgia	Tri-County pays local county taxes, employs local personnel, the printing plant is local, and the address and business license is local

- b. On motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered by members present to approve the aforesaid matter.

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18. The Chairman adjourned the meeting at 11:42 a.m.

GARY FREEMAN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY:

Sandra Pergson, 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 Hansen
 Order: Approve Consent Calendar as set forth below
 Vote: Unanimous by members present.

a. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5396	Probation	To transfer appropriations from professional services to cover health insurance costs in the Personal Pathways grant. No general fund impact.	\$ 5,597.30
5409	Building Inspector	To transfer appropriations from salaries and wages to cover office expense in Building Inspector. No general fund impact.	\$ 6,500.00
5410	Probation	To transfer appropriations from salaries and wages to cover professional services costs in Probation. No general fund impact.	\$ 22,286.00
5412	Probation	To transfer appropriations from services and supplies to cover salaries and wages in Probation Habitual Offender grant. No general fund impact.	\$ 5,600.00
5413	Homeland Security Part 2	To transfer appropriations from fixed asset account to services and supplies to cover computer upgrade in Homeland Security Grant. No general fund impact.	\$ 2,896.00

b. **Resolution/Human Resource Agency-CCFC**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Adopted Resolution 2004-69 "Continued Funding for Community Based Organization Program Grant to California Children and Families Commission", (CCFC), which authorizes the Director, or designee, or accept continuing CCFC funds, and execute agreements, amendments, subcontracts, and any other documents required to administer the program, pursuant to County Counsel's review and approval; and
 - (2) Authorized the Chairman of the Board of the Board of Supervisors to execute the CCFC Agreement.
- (No general fund impact)

c. **Resolution/Human Resource Agency-Victim/Witness Assistance Program**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Adopted Resolution 2004-70 "Submittal of Application to Participate in the Victim/Witness Assistance Program through the Office of Emergency Services on Behalf of Glenn County" which authorizes the Director, or designee, to submit application, execute documents and any subsequent amendments, agreements, and/or documents necessary to implement and administer the program, pursuant to County Counsel's review and approval; and
 - (2) Authorized the Chairman of the Board of the Board of Supervisors to execute the Statement of Assurances.
- (No general fund impact)

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- d. **Contract/Personnel-Pre-employment Physical Exam**
Upon the recommendation of Personnel Director John Greco, approved and authorized the Chairman of the Board of Supervisors to execute Agreement with *Enloe Medical Center*, for pre-employment physical exam services that Glenn Medical Center cannot perform, rates for services set forth therein. (County Contract 1692)
- e. **Contract-Child Abuse, Prevention, Intervention and Treatment**
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:
- (1) Approved and authorized the Director, or his designee, to execute Agreement and any amendments thereto, with *Northern Valley Catholic Social Service*, the most responsive bidder for provisions of Child Abuse, Prevention, Intervention, and Treatment (CAPIT) services; and
 - (2) Authorized the Director, or his designee, to execute any subcontract required to provide services, and to perform any and all responsibilities in relation to administration of the agreement and any subcontract.
- (No general fund impact)
- f. **Contract-Child Support Services**
Upon the recommendation of Director of Child Support Services Mike Murray, authorized the Director to execute "*Contract Extension Agreement Between the Glenn County Department of Child Support Services and Carroll A. Ragland Esq.,*" for extension of term from July 1, 2004 through June 30, 2005. (No general fund impact)