

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

**Tuesday, March 5, 2002**

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:02 a.m., with members as follows:

Present: Supervisors Bungarz, Hansen, Sprague, and McGowan (Chairman)  
Absent: Supervisor Freeman  
Also Present: Belinda Blacketer, County Counsel  
Sandy Kennedy, Assistant Clerk of the Board

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

Matter: Approve the Minutes of February 14, 2002 and February 19, 2002.  
Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Approve the aforesaid Minutes  
Vote: Unanimous by members present.

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. Supervisor Hansen reviewed the following meetings attended:
    - (1) In Home Health Services Advisory Committee - advised that the Committee must develop a plan by June to care for the senior citizens, disabled and in-home services, and will be coming before the Board in approximately one month;
    - (2) Sacramento Valley Watershed –a new group of 21 appointed members which will develop guidelines for a watershed plan, and advised that all small watersheds that feed into the Sacramento River have already developed watershed plans, which will all be tied together in cleaning up the Sacramento River.
  - b. Supervisor Bungarz spoke on the following issues:
    - (1) Suhail Khan, owner of Down Town Pizza, was appointed to the Willows City Council, replacing Patsy Brown;
    - (2) Meeting with Jean Rumiano on the Skateboard Park, and advised of a shortage of \$16-17,000 from being finished, whereby Ms. Rumiano is putting in a request to the Tony Hawks Foundation for a grant;
    - (3) Meeting with the Sacramento Conservation Area Board of Directors where they passed a resolution with two amendments that erases the lines of the Conservation Area and brings it to the inner river zone;
    - (4) Advised of the need to upgrade the Glenn County exhibit at the State Capitol, and that Beth Bjorklund has been asked to take on this project; whereby Citizen John Brooks recommended using Butte College students.
  - c. Supervisor McGowan reviewed attendance of the CSAC Excess Insurance Authority quarterly meeting, and advised that a difficult decision will have to be made regarding insurance coverage, as there has been a 25-200% increase in insurance since the 9/11 terrorist attack.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".  
Motion/Second: Supervisor Sprague/Supervisor Bungarz  
Order: Approve the Consent Calendar as set forth in Attachment "A"  
Vote: Unanimous by members present.

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4. **Resolution/Sheriff-Coroner**

Matter: Recommendation of County Counsel Belinda Blacketer and Sheriff Bob Shadley to adopt Resolution *"Establishing a Media and Information-Release Policy for the Sheriff's Department to Assure Compliance with the California Public Records Act"*.

Proceedings: Supervisor Sprague recommended continuing item to the next meeting, as he had received a call from the Valley Mirror requesting more time to review the policy, as Mr. Crews had not received the policy until Friday

Motion/Second: Chairman Direction

Order: Continue to the next meeting

5. **Resolution**

Matter: Recommendation of County Counsel Belinda Blacketer to adopt Resolution *"Establishing a Policy for the County of Glenn to Assure Compliance with the California Public Records Act"*.

Proceedings: Supervisor Sprague recommended continuing item to the next meeting, as he had received a call from the Valley Mirror requesting more time to review the policy, as Mr. Crews had not received the policy until yesterday

Motion/Second: Chairman Direction

Order: Continue to the next meeting

6. **Public Works & Development Services Agency/Planning Division**

Present: Doug Holvik, Director

Matter: Recommendation of Public Works & Development Services Agency Director Doug Holvik to direct the Director of Finance Don Santoro to transfer \$2,993.92 from the Planning Division to Public Works Agency Internal Service Fund for charges in fiscal year 2002 for the previous year expenses.

Motion/Second: Approve the aforesaid matter

Order: Supervisor Hansen/Supervisor Sprague

Vote: Unanimous by members present.

7. **Buildings & Grounds**

Matter: Recommendation of Building, Maintenance and Inspection Director Dan Gardner to authorize the Director to execute *Amendment and Change Order #1 Agreement Between the County of Glenn and Westside Carpet and Drapes Agreement #AGR-01/02-01.1*, which increases the amount not to exceed to \$12,000.00 for fiscal year 2001/2002.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

8. **Health Services Agency**

Matter: Recommendation of Health Services Agency Mike Cassetta to approve and authorize Mr. Cassetta to execute a Lease and Monitoring Agreement with *Eagle Security Systems* for the Community Recovery Center building in Orland, amount not to exceed \$3,840.00 per year for five year term, plus a \$4,855.00 installation fee.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

9. **Human Resource Agency**

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:

- a. Approve purchase of ergonomic office furniture from Office Depot in an amount not to exceed \$115,000;
- b. Authorize the Director, or his designee, to execute Agreement with Office Depot;
- c. Authorize the Director, or his designee, to amend or modify the agreement contingent upon County Counsel's review and recommendation; and
- d. Authorize the Director, or his designee, to apply for a 50% reimbursement from the Loss Control Subsidy Fund (LCSF).

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

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10. **Miscellaneous**

Matter: Recommendation of Supervisor Denny Bungarz to authorize a \$1,600 County match for Airway Management Gear for Glenn County Volunteer Fire Departments. (Determine funding source)

Proceedings: Supervisor Bungarz reviewed matter; whereupon discussion was held regarding the importance of such equipment to the County and is justifiable to use General Fund Contingency as the funding source

Motion/Second: Supervisor Sprague/Supervisor Bungarz

Order: Approve the aforesaid matter with funds to come from General Fund Contingency

Vote: Unanimous by members present.

11. **Elk Creek Community Services District/Elections**

Matter: Recommendation of Glenn County Elections Department, and pursuant to the Uniform District Election Law, Elections Code Section 10515, appoint in lieu of election James F. Callahan for a four year term to the Elk Creek Community Services District.

Motion/Second: Supervisor Hansen/Supervisor Sprague

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

12. **Glenn County Airport Advisory Committee**

Matter: Recommendation of the Glenn County Airport Advisory Committee to:

- a. Reappoint Ronald Brown and John McNichols for terms ending April 30, 2005;
- b. Accept resignation of Richard Ramsey from the Glenn County Airport Advisory Committee; and
- c. Notice of unscheduled vacancy being posted, consider appointment of Reggie Michaud to fill the vacancy of Richard Ramsey for the unexpired term to April 30, 2002, and appoint Reggie Michaud to represent the Willows Airport for term to April 30, 2005.

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Approve (a), (b) and (c) as listed in matter above

Vote: Unanimous by members present.

13. **Health Services Agency**

Matter: Action letter from Willows Lodge No. 1786, Benevolent and Protective Order of Elks, requesting a waiver of the Health Permit Fee for food service, for \$170.00.

Proceedings:

- a. Supervisor recommended that this matter be referred to Health Services Agency for a recommendation;
- b. Supervisor Hansen spoke of a similar request for a waiver;
- c. Supervisor McGowan spoke regarding profit versus non-profit organizations and suggested the development of a policy on this issue
- d. Willows Lodge Member Bob Rist advised the Board that the Lodge is a non-profit organization that continually gives back to the community, and requests a waiver of fees;
- e. Supervisor Bungarz stated his concern that the fees end up being paid for by the County through General Fund Contingency and due to a tight budget, all waivers need to be considered carefully

Motion/Second: Chairman Direction

Order: Refer to Health Services Agency for recommendation.

14. **Road Department**

Also Present: Doug Holvik, Director, Public Works & Development Services Agency  
Bob Johnson, Deputy Director

Matter: Approve the 2002 Road and Bridge Maintenance Projects.

Proceedings:

- a. Mr. Johnson and Mr. Holvik reviewed projects and advised that some are carryover from last year, also reviewed proposed road projects for the 2003 Road Construction Season, with preparatory work to take place this year;
- b. Discussion was held regarding the bridge replacement on 7-mile lane, and County Roads P, 33 and Z;

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- c. Further discussion was held regarding the bridge replacement on County Road P, whereby Mr. Holvik advised that Public Works is currently waiting for the right-of-way certification and still waiting on the Bureau of Reclamation for a \$500 piece of property since August of last year; also advised that they have right-of-way certification on three corners of the bridge and are waiting for the forth through the Bureau and the Orland Water User's, which has been the hold up of the project;
- d. It was general consensus to have Supervisor Sprague work with Public Works in contacting Doug Ose and Wally Herger with a request to make the appropriate phone calls in regards to the matter described in (c) above

Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Approve the aforesaid matter  
Vote: Unanimous by members present.

15. **Sheriff-Coroner**

Also Present: Robert Shadley, Sheriff-Coroner  
Matter: Recommendation of Sheriff Shadley to authorize the Director of Finance to process and pay claims to North Coast Uniforms, Athletic Shoe Factory, and Eureka Big 5 for training specific clothing and other "gear" as approved by the Sheriff's Department.

- Proceedings:
- a. Sheriff Shadley advised that the uniforms are for a 16-week basic training academy;
  - b. Director of Finance Don Santoro advised that the purchase must become County property, and that he and Mr. Shadley will work together to buy uniforms for the employees and list as County inventory, which will avoid the purchase being listed on the employee's W-2 as income

Motion/Second: Supervisor Sprague/Supervisor Bungarz  
Order: Approve the aforesaid matter  
Vote: Unanimous by members present.

16. **Resource Conservation & Development/Buildings & Grounds**

Also Present: Dan Gardner, Building Maintenance & Inspection Director  
Matter: Recommendation of Mr. Gardner to:

- a. Authorize Mr. Gardner to complete and file the Proposal to Lease Space form and Lessor's Annual Cost Statement GSA form 1217;
- b. Authorize Mr. Gardner to negotiate a Lease Agreement, contingent upon review and approval of County Counsel, with The Natural Resources Conservation Service for the purpose of office space at the Orland Memorial Hall; and
- c. Utilize Hall Trust Funds and make transfers as needed to cover costs of alterations.

Proceedings: Mr. Gardner reviewed that foresaid matter  
Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Approve (a), (b) and (c) as listed in matter above  
Vote: Unanimous by members present.

17. **Legislation**

Matter: Information/action letter from Senator K. Maurice Johannessen to Department of the Interior regarding the concern of a \$45 million cut to the Payment in lieu of Taxes (PILT) program, with recommendation for the Department of the Interior to reconsider and support S. 454 and House Resolution 1811, which will assist in creating a cooperative relationship between Counties and the programs the Department of the Interior are considering.

Proceedings: Supervisor Sprague recommended that the Board prepare a letter of their own in support of the continuance of the PILT program

Motion/Second: Supervisor Sprague/Supervisor Hansen  
Order: Supervisors Bungarz and Sprague work collaboratively in preparing a letter to Sue Ellen Wooldridge, Assistant to Department of the Interior's Secretary Norton, supporting the PILT program  
Vote: Unanimous by members present.

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18. **Miscellaneous**

Matter:

Reviewed the following items with no action taken:

- a. Filing from Judicial Council of California, Administrative Office of the Courts, to have the Superior Court of Glenn County added to the County's Roster of Public Agencies, pursuant to Government Code Section 53051, for the purpose of allowing the public appropriate information for the filing of Court claims.
- b. Letter from Paul M. Bartkiewicz advising of a temporary water transfer during 2002 from the Yuba County Water Agency to the Department of Water Resources and Contra Costa Water District.
- c. Bi-Annual Report from Animal Control Officer Ray Cavier for July 1, 2001 through December 31, 2001.
- d. Auditor's Cash Report for the month ending January 31, 2002.
- e. *Lower Stony Creek Monitoring Report January 7, 2002 - February 1, 2002* from the United States Department of the Interior, Bureau of Reclamation.

**9:59 a.m. -- The Chairman Called the Meeting in Recess  
Assistant Clerk of the Board Sandy Kennedy Left the Meeting and  
Deputy Clerk Debbie Lambert Entered the Meeting  
10:08 a.m. -- The Chairman Called the Meeting to Order  
10:09 a.m. -- County Counsel Entered the Meeting**

19. **Study Session**

Also Present:

Nancy Callahan, PhD, Children System Care Evaluator, I.D.E.A. Consulting  
Kathy Montero, Program Manager, Health Services Agency  
Mike Cassetta, Health Services Agency Director

Matter:

Recommendation of Health Services Director Mike Cassetta to hold a Study Session for the Children's System of Care (CSOC) Presentation.

Proceedings:

- a. Mr. Cassetta advised that the CSOC involves several agencies that work together with families of seriously emotionally disturbed children;
- b. Mrs. Montero explained the philosophy of the program, identified the partner agencies and team players, reviewed the structure levels of CSOC, and advised that the eligibility criteria is that the children have a mental health evaluation;
- c. Dr. Callahan advised that the program's primary focus is to reduce the out-of-home cost for care of the children, and the secondary focus is prevention; and
- d. Dr. Callahan reviewed the *Glenn County Mental Health Children's System of Care First Annual Report*.

20. **Health Services Director**

Also Present:

Mike Cassetta, Health Services Director

Matter:

Recommendation of Mr. Cassetta to execute Lease Agreement with Robert D. Parker and Peter Verboom for office space at 604 East Walker Street, Orland for \$5,280.00 per month for a term of ten years commencing on March 15, 2002.

Proceedings:

Mr. Cassetta advised that the purpose of the aforesaid lease is to have the Children's Systems of Care offices adjoin with offices of the Human Resource Agency, County Schools and Probation Department

Motion/Second:

Supervisor Bungarz/Supervisor Hansen

Order:

Approve the aforesaid matter

Vote:

Unanimous by members present.

**10:47 a.m. -- The Chairman Called the Meeting in Recess  
County Counsel Belinda Blacketer Left the Meeting  
10:51 a.m. -- The Chairman Called the Meeting to Order with**

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21. **Department of Finance/Resolution/Budget**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant

Matter: Recommendation of Mr. Santoro to adopt Resolution 2002-21 "*Adding Section 5.24.09 to the Glenn County Administrative Manual*" regarding Budgetary Control at a Net-County-Cost Basis which holds departments responsible for both appropriations and estimated revenues.

Proceedings: Mr. Santoro reviewed the aforesaid matter

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Adopt Resolution 2002-21

Vote: Unanimous by members present.

22. **Budget**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant

Matter: Recommendation of Mr. Santoro to:

- a. Approve budget instructions and tentative budget schedule for 2002-2003; and
- b. Determine Board of Supervisors level of involvement in the budget process.

Proceedings: a. Mr. Santoro advised that if (a) above is approved, he will present it to the Revenue, Expenditure and Fiscal Committee; whereupon on motion of Supervisor Bungarz, seconded by Supervisor Sprague, it was unanimously ordered by members present to approve (a) above;

**10:56 a.m. -- County Counsel Re-entered the Meeting**

- b. Supervisor Sprague suggested that upon approval of the Tabulation of Departmental Budget Requests, workshops be held for the General Fund Departments to determine if baselines are accurate and to understand their budget;
- c. Upon discussion, it was the General Consensus of the Board that all General Fund Departments appear before the Board with their proposed budgets; and
- d. Supervisor McGowan encouraged non General Fund Departments to look more critically at their budgets for efficiency.

23. **Department of Finance**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant

Matter: Recommendation of Mr. Santoro to change the structure of the Revenue, Expenditure, and Finance (REF) Committee to consist of the Director of Finance as Chairman, the Chairman and Vice-Chairman of the Board of Supervisors, one elected department head, and one appointed department head.

Proceedings: a. Mr. Santoro reviewed the aforesaid matter and advised that Agricultural Commissioner Ed Romano and Assessor Vince Minto volunteered to serve on the REF Committee;

- b. Health Services Agency Director Mike Cassetta recommended that he or Human Resource Agency Director Kim Gaghagen serve on the REF Committee, being they have a relationship with many General Fund Departments;
- c. Sheriff-Coroner Bob Shadley recommended reviewing the budget only in the Board meetings, not through the REF committee; and
- d. Supervisor Bungarz advised that the Public Safety Departments should have representation.

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Appoint Director of Finance Don Santoro as Chairman of the REF Committee with all other members to remain the same

Vote: Unanimous by members present.

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24. **Budget**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant

Matter: Recommendation of Mr. Santoro to hold a presentation and discussion of the 2001-2002 Mid-Year Budget Analysis.

Proceedings: Mr. Santoro reviewed the aforesaid matter

Motion/Second: Supervisor Sprague/Supervisor Bungarz

Order: Approve the 2001-2002 Mid-Year Budget Analysis

Vote: Unanimous by members present.

**11:20 a.m. -- The Chairman Called the Meeting in Recess**

**11:30 a.m. -- The Chairman Called the Meeting to Order**

25. **Human Resource Agency/Personnel/Resolution**

Also Present: John Greco, Personnel Director  
Cheryl Hagen, Deputy Director Human Resource Agency

Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2002-22 "Amending the List of Classification and Salary Ranges and the Book of Classifications Adding the Classification of Community Services Project Coordinator and Modifying the Classifications of Community Services Manager, Housing Rehabilitation Manager, and Supervising Accountant, and Modifying the Position Allocation List for the Human Resource Agency".

Proceedings: Mr. Greco submitted two Memorandum-Glenn County Human Resource Agency, one directed to Personnel Director John Greco and one directed to the Board of Supervisors, which explained the background, justification, funding overview and recommended action of the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Adopt Resolution 2002-22

Vote: Unanimous by members present.

26. **Human Resource Agency**

Also Present: Scott Gruendl, Staff Services Manager II

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:

- a. Approve purchase agreement with Dell Computer Corporation to purchase seventeen desktop computers for a total of \$24,231.29;
- b. Authorize the Director, or his designee, to execute the agreement; and
- c. Authorize the Director, or his designee, to amend contract, contingent upon review and approval of County Counsel.

Proceedings: Citizen John Brooks questioned how the old computers were to be disposed of; whereby Mr. Gruendl advised that the monitors are recycled and the Personal Computers either transferred internally, donated to the schools, or sold at the County Auction

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

27. **Human Resource Agency**

Also Present: Scott Gruendl, Staff Services Manager II

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:

- a. Approve purchase agreement with Dell Computer Corporation to purchase twenty-five desktop computers for a total of \$35,634.25;
- b. Authorize the Director, or his designee, to execute the agreement; and
- c. Authorize the Director, or his designee, to amend the contract, contingent upon review and approval of County Counsel.

Proceedings: Mr. Gruendl reviewed the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

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28. **Human Resource Agency**

Also Present: Scott Gruendl, Staff Services Manager II  
 Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:  
 a. Approve agreement with California State University, Chico Research Foundation, for the development of the 2002 Glenn County Demographic and Economic Profile;  
 b. Authorize the Director, or his designee, to execute the agreement; and  
 c. Authorize the Director, or his designee, to modify and amend the agreement contingent upon review and approval of County Counsel.  
 Proceedings: Supervisor Bungarz advised that Glenn County Working Together covered \$25,000 of the County Match, and that they are composing a custom profile for use in grant writing  
 Motion/Second: Supervisor Bungarz/Supervisor Sprague  
 Order: Approve the aforesaid matter  
 Vote: Unanimous by members present.

29. **Human Resource Agency/Resolution**

Also Present: Scott Gruendl, Staff Services Manager II  
 Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to adopt Resolution 2002-23 *"Authorizing Execution of an Agreement Between the Glenn County Human Resource Agency, Social Services, and the State of California to make Funds Available to Develop a Three Year Plan to Provide Prevention, Intervention, and Treatment for Child Abuse"*.  
 Proceedings: Mr. Gruendl reviewed the aforesaid matter  
 Motion/Second: Supervisor Bungarz/Supervisor Hansen  
 Order: Adopt Resolution 2002-23  
 Vote: Unanimous by members present.

30. **Closed Session**

Matter: Pursuant to Government Code Section 54956/Conference with Legal Counsel, the Board of Supervisors shall meet in Closed Session to discuss anticipated litigation regarding the hospital.  
 Proceedings: After Closed Session the Chairman announced that the Board met with County Counsel and Consulting staff with no action taken  
 Motion/Second: Chairman direction  
 Order: Adjourn to Closed Session.

31. The Chairman adjourned the meeting at 1:09 a.m.

\_\_\_\_\_  
TOM MCGOWAN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY:

\_\_\_\_\_  
Sandy Kennedy, Assistant Clerk of the Board

Distribution:	Board Members	HRA - Social Services	Orland Library
	Buildings & Grounds Dept.	Personnel Director	Willows Library
	County Counsel	Recorder	Enterprise-Record
	Finance Director	Planning Division	Glenn-Colusa Newspaper
	Health Services Dept	Public Works Director	KIQS Radio Station
	HRA - Community Action		Sacramento Valley Mirror

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**ATTACHMENT "A"**

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.  
 Motion/Second: Supervisor Freeman/Supervisor Bungarz  
 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.
Del Norte Clinics Inc	0402700270	01/02	291-b

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5221	Human Resource Agency/ Community Action Division	Appropriate interest into line item budget and realign line items to actual expenditures for close of Phase 19 of the Federal Emergency Management Agency (FEMA) – Colusa Grant	\$ 436.33
5222	Human Resource Agency/ Community Action Division	Appropriate interest earned and realign line items to actual expenditures for close of Federal Emergency Management Agency (FEMA)	\$ 136.45
5227	Office of Emergency Services	Appropriate unanticipated revenue to purchase a Command Post Trailer	\$ 6,266.62
5231	North Willows County Service Area	Appropriate to Internal Service Fund	\$ 8,000.00
5233	Fleet Heavy Equipment	Appropriate unanticipated revenue to specific expense line items as required by Department of Finance	\$ 37,280.00
5234	Willows Airport Enterprise	Reallocate funds for fuel and oil expense to specific expenses and A87 Cost Allocation which exceeded the estimates provided to the department	\$ 7,095.00
5238	Law Enforcement Discretionary	To facilitate payment of approved equipment which does not fit fixed asset criteria	\$ 8,400.00
5240	Law Enforcement Discretionary	To facilitate payment of approved equipment which does not fit fixed asset criteria	\$ 8,000.00
5241	Probation	Transfer salary savings to cover shortage due to unanticipated costs in vehicle rental, medical and lab supplies and office supplies	\$ 50,000.00
5242	General Insurance	To appropriate unanticipated cost plan revenue to cover increase of the insurance premium	\$ 57,151.00

c. **Resolution/Public Works & Development Services Agency**

Upon the recommendation of Public Works & Development Services Agency Director Doug Holvik, adopted Resolution 2002-20 "Authorizing Local Government Beverage Container Recycling and Litter Reduction Grants" which authorizes the Director to submit an application and implement the grant.

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- d. **Public Works & Development Services Agency**  
Upon the recommendation of Public Works & Development Services Agency Director Doug Holvik, approved and authorized the Director to execute Purchase Agreement No. 143 with the Inkwell, not to exceed for \$20,000 per fiscal year, renewing each fiscal year.
- e. **Personnel**  
Upon the recommendation of Personnel Director John Greco, approved and authorized the Director to execute *Enterprise-Record Classified Employment Advertising Contract Agreement* for a minimum amount of 30 inches of display advertising space for \$14.71 per column inch, for a term of twelve months.
- f. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:
  - (1) Executed the United Way of Butte & Glenn Counties Partnership Agreement Participation Agreement FY 2002-2003;
  - (2) Executed the United Way of Butte & Glenn Counties Application for 2002-2003; and
  - (3) Authorized the Director, or his designee of the Community Action Division, to execute (1) and (2) above and any other agreement, contract, subcontract and other required document necessary to administer the program upon County Counsel review and approval.
- g. **Department of Finance/Human Resource Agency**  
Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment to Office Depot on behalf of the Human Resource Agency for invoices that are over one year old, due to receiving an installation invoice in the current fiscal year for a product that purchased last fiscal year.
- h. **District Attorney**  
Upon the recommendation of District Attorney Bob Holzapfel, authorized SRVP Investigator Tonya Cozad to purchase items with the Visa Card.
- i. **Probation**  
Upon the recommendation of Chief Probation Officer Linda Shelton, authorized Ms. Shelton to monitor, update, and reorder trading cards for County law enforcement from Quadco, in Chico.
- j. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved waiving the 990 hour rule for the following Public Service Employees:
  - (1) Mat Spencer and Chimamara Clark for purpose of implementing energy programs;
  - (2) Lucy Hernandez for purpose of implementing youth programs and transitional services for children; and
  - (3) Donna Jacobs for case management purposes.
- k. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the following line item budget:

Department	Service Acct	Department Name	Budget Amount
Community Action	04999537	Child Abuse Treatment Program/Juvenile Justice & Delinquency Prevention	\$217,500.00

- l. **Resolution/Legislation**  
Ratified Resolution 2002-19 "Supporting House Joint Resolution 81 Which Proposes An Amendment to the Constitution of the United States Restoring our Freedom to Pray".