

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

**Tuesday, April 30, 2002**

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 McGowan (Chairman)  
Absent: Supervisor Freeman

Also Present: Sandra Pergson, Deputy Clerk

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

Matter: Approve Minutes of April 16, 2002.  
Motion/Second: Supervisor Sprague/Supervisor Bungarz  
Order: Approve the aforesaid Minutes with correction to Minute Order 34 (a) and (b) to read Northern California Water Association.  
Vote: Unanimous by members present.

2. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".  
Motion/Second: Supervisor McGowan/Supervisor Hansen  
Order: Approve Consent Calendar as set forth on Attachment "A" with item (m) pulled from the Consent Calendar to vote on separately.  
Vote: Unanimous by members present.

3. **Human Resource Agency**

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen, authorize the following personnel to use their County issued credit card to purchase goods and services per the authorization level guidelines as assigned by the Human Resource Agency Purchasing Policy:

(1) Level One Authorization:

Kim W. Gaghagen	Christine Cook-Applegate	Cheryl Hagen
Scott Gruendl	Dorothy Ehorn	Korri Von Seggern

(2) Level Two Authorization (Requires prior approval of a purchase from a Level One Purchasing Agent):

Chellie Gates	Robyn Krause	Christine Zoppi	Michelle Briggs
Becky Hansen	Karen Hansen	Bill Krause	Suzi Walsh
Bobby Shoutz			

(3) Level Three Authorization (Requires prior approval of purchase from a Level One Purchasing Agent. Purchase limited to client service needs only):

Rex Gould	Nan Simpler	Chuck Haake	Becki Kennedy
Leslie Collins	Gail Woolery	Kathy Hanson	Anita Perez
Colleen Ellis	Bob Brown	Yassi Lam	Craig Cassetta
Cheryl Harrison	Chelle Whitlock	Lucy Hernandez	Laurie Chandler
Kristine Green	Kris Ogle	Jim Rogers	Steven Thalken
Duke Stemerick	Kimberly Holbrook	Heather Alexander	Shannon Dellinger
Linda M. Johnson	Linda Gupton-Johnson	Marianne Heaton	Terri Palmer
Linda Joseph	Kathy Terry	Sandra Valdez	Brenda Prather

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

**9:05 a.m. – County Counsel Belinda Blacketer Entered The Meeting**

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4. **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. Dan Berry, Golden State Risk Management, submitted notice of a training seminar regarding Assembly Bill 2222 to be held on May 15, 2002 from 10:00 a.m. to 12:00 noon;
  - c. Joie Roblin, Willows Journal, offered an invitation to the Grand Opening of the new Glenn County Police Activity League Youth Activity Center which is located at 135 S. Tehama, on May 3, 2002 from 5:00 p.m. to 8:00 p.m., with food being provided and a tour of the facility;
  - d. Sharon Blaine, Nancy's Airport Café, gave an update on progress being made regarding the beacon at the Willows Airport, requested that sand bags be placed around the beacon to keep it safe, and also advised that they blacktopped the parking area, and that she hasn't met with Mr. Holvik yet; whereupon Supervisor Sprague, and Public Works Director Doug Holvik later this date, determined that they would meet with Mrs. Blaine on May 1, 2002 at 7:00 a.m., at Nancy's Airport Café.

5. **Agricultural Commissioner/Resolution**

- Also Present: Ed Romano, Agricultural Commissioner  
Candis Woods, Administrative Service Officer
- Matter: Recommendation of Mr. Romano to:
- a. Adopt Resolution 2002-35 "*Forming the Glenn County Olive Fruit Pest Management District*";
  - b. Authorize the Agricultural Commissioner to apply for a "*Buy California Specialty Crop Grant*" on behalf of the Glenn and Tehama County Olive Pest Management Districts and affirm support of such grant; and
  - c. Authorize Director to execute Certifications set forth therein.
- Motion/Second: Supervisor Hansen/Supervisor Bungarz  
Order: Adopt Resolution 2002-35 and approve (b) and (c) as set forth above  
Vote: Ayes: Supervisor Bungarz, Hansen, Sprague and McGowan  
Absent: Supervisor Freeman

6. **Air Pollution/Resolution**

- Also Present: Ed Romano, Air Pollution Control Officer  
Candy Woods, Administrative Service Officer
- Matter: Recommendation of Mr. Romano to adopt Resolution 2002-40 "*Reorganizing the Air Pollution Control Officer's Department*", adding one Senior Secretary position to the Air Pollution Office with funding to come from the additional help budget.
- Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Adopt Resolution 2002-40  
Vote: Unanimous by members present.

7. **Public Hearing/Resolution**

- Also Present: Kim Gaghagen, Human Resource Agency Director
- Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to:
- a. Hold discussion regarding the fiscal year 2001/2002 Community Development Block Grant Planning and Technical Assistance Application and solicit citizen input;
  - b. Adopt Resolution 2002-36 "*Approving an Application for Funding from Planning/ Technical Assistance Allocation of the State Community Development Block Grant (CDBG) Program and Authorizing the Execution of a Grant Agreement and any Amendments Thereto with the State of California for the Purposes of this Grant*";
  - c. Execute Statement of Assurances; and
  - d. Approve Community Development Block Grant Re-Use Committee recommendation to award \$1,400.00 from the CDBG 342 Trust Fund to be used as cash/grant match.
- Proceedings:
- a. The Chairman opened the aforesaid matter for Public Hearing;
  - b. Mr. Gaghagen reviewed matter;
  - c. The Chairman opened Public Hearing to comments; whereupon no comments being heard the Chairman closed Public Hearing to comments;

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- d. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was ordered by members present to conclude hearing, decide matter and adopt Resolution 2002-36 and approve (c) and (d) as set forth above.

**9:57 a.m. – The Chairman Called The Meeting In Recess  
10:07 a.m. – The Chairman Called The Meeting To Order**

8. **Sheriff**

Also Present: Ed Anderson, Sheriff's Sergeant  
Bruce McLeod, Sheriff's Lieutenant

Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Bid Opening for the Sheriff's Department Patrol Boat, and refer bids to the Sheriff's Department for review and recommendation.

Proceedings: Sergeant Anderson opened and read aloud bids as follows:

Vendor	Bid Amount
Design Concepts, Chico, CA	\$53,839.50
Thunder Jet Boats, Clarkston Washington	\$42,500.00
Jetcraft Boats of Oregon, Inc., Medford, Oregon	\$49,227.75

Motion/Second: Supervisor Hansen/Supervisor Bungarz  
Order: Refer bids to Sheriff's Department for recommendation on May 7, 2002  
Vote: Unanimous by members present.

9. **Animal Control**

Also Present: Ray Cavier, Animal Control Officer

Matter: Recommendation of Mr. Cavier to:

a. Execute Agreement with City of Willows for Animal Control Services from July 1, 2002 through June 30, 2005 for the amount of \$23,000 for fiscal year 2002/2003, \$24,000 for fiscal year 2003/2004, and \$25,000 for fiscal year 2004/2005; and (County Contract 166)

b. Execute Agreement with City of Orland for Animal Control Services from July 1, 2002 through June 30, 2005 for the amount of \$23,000 for fiscal year 2002/2003, \$24,000 for fiscal year 2003/2004, and \$25,000 for fiscal year 2004/2005. (County Contract 535)

Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Approve (a) and (b) as set forth above  
Vote: Unanimous by members present.

**THE CHAIRMAN ADJOURNED TO A MEETING OF THE GLENN COUNTY  
BOARD OF EQUALIZATION**

10. **Assessment Appeal**

Matter: Recommendation of Assessor Vince Minto to accept withdrawal of 2001 Assessment Appeal Applications 2001-24 through 2001-63 for Venoco Inc.

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

**THE CHAIRMAN ADJOURNED TO A MEETING OF THE GLENN COUNTY  
BOARD OF SUPERVISORS**

11. **Resolution/Department of Finance**

Matter: Recommendation of Director of Finance Don Santoro to adopt Resolution 2002-41 "Authorizing and Approving the Borrowing of Funds for Fiscal Year 2002-2003; The Issuance and Sale of a 2002-2003 Tax and Revenue Anticipation Note Therefore and Participation in the California Communities Cash Flow Financing Program".

Motion/Second: Supervisor Bungarz/Supervisor Sprague  
Order: Adopt Resolution 2002-41  
Vote: Unanimous by members present.

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12. **Resolution/Child Support Services Agency/Personnel**  
Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2002-42 "Creating the Child Support Services Agency".  
Motion/Second: Supervisor Bungarz/Supervisor Sprague  
Order: Adopt Resolution 2002-42  
Vote: Unanimous by members present.
13. **Buildings & Grounds/Glenn Medical Center**  
Matter: Recommendation of Building Maintenance & Inspection Director Dan Gardner to execute Change Order number four with Douglass Construction for Life-Safety Improvements for Glenn Medical Center which extends term to September 30, 2002. (County Contract 1658)  
Motion/Second: Supervisor Hansen/Supervisor Sprague  
Order: Approve the aforesaid matter  
Vote: Unanimous by members present.
14. **Glenn Local Agency Formation Commission**  
Matter: Recommendation of the Glenn Local Agency Formation Commission (LAFCo) to execute Memorandum of Understanding with LAFCo to provide staff and support services rather than retain an outside consultant.  
Motion/Second: Supervisor Bungarz/Supervisor Sprague  
Order: Approve the aforesaid matter  
Vote: Unanimous by members present.
15. **Glenn County Planning Commission**  
Matter: Recommendation of Planning Administrator Vince Minto to reappoint Janet Flannagan, representing Supervisorial District 4, and Aileen Porter, representing Supervisorial District 2 to the Glenn County Planning Commission for terms to June 30, 2004. (Pursuant to County Code Section 2.36.020 B. 3.)  
Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Appoint members as set forth above  
Vote: Unanimous by members present.
16. **Sacramento River Conservation Area Forum**  
Matter: Recommendation of the Sacramento River Conservation Area Forum to:  
a. Acknowledge name change to *Sacramento River Conservation Area Forum*, and direct changing name in the Appointments Roster kept in the office of the County Clerk; and  
b. Appoint a member and alternate representing public interests, for a two-year term to February 29, 2004.  
Motion/Second: Supervisor Sprague/Supervisor Bungarz  
Order: Appoint Supervisor Bungarz as member and Supervisor Hansen as alternate as set forth in (b) above, and approve (a) as set forth above  
Vote: Unanimous by members present.
17. **Department of Fish and Game**  
Matter: Pursuant to Minute Order 9 of February 19, 2002, and on the recommendation of Supervisor Hansen, review for possible action letter dated April 8, 2002 from Robert C. Hight, Director, Department of Fish and Game regarding wardens residing in Glenn County.  
Proceedings: The Board reviewed the aforesaid matter with no action taken, as this matter will be heard on May 7, 2002 with Fish and Game Representative present.
18. **Miscellaneous**  
Matter: Recommendation of Early Head Start Bureau Director Mary Ann Hagan to consider support for funding of an Early Head Start Program which would serve women and children from infants to three years.  
Motion/Second: Supervisor Bungarz/Supervisor Hansen  
Order: Execute letter of support  
Vote: Unanimous by members present.

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19.     **Resolution**  
Also Present:     Belinda Blacketer, County Counsel  
Matter:            Recommendation of County Counsel to adopt Resolution 2002-43  
                      "*Consenting to Change of Control and Internal Restructuring*" regarding AT&T  
                      Corporation merging with Comcast Corporation to create a new company,  
                      AT&T Comcast Corporation, for cable franchise.  
  
Motion/Second:   Supervisor Bungarz/Supervisor Sprague  
Order:             Adopt Resolution 2002-43  
Vote:              Unanimous by members present.
20.     **Public Works**  
Also Present:     Doug Holvik, Public Works Director  
Matter:            Recommendation of Mr. Holvik to authorize Director to execute Contract with  
                      John Joyce for Engineering Services for the term to December 31, 2003, at  
                      \$50.00 an hour, not to exceed \$50,000.00.  
  
Proceedings:      Mr. Holvik submitted revised Contract  
Motion/Second:   Supervisor Bungarz/Supervisor Hansen  
Order:             Approve Revised Contract  
Vote:              Unanimous by members present.
21.     **Human Resource Agency/Resolution**  
Also Present:     Kim Gaghagen, Human Resource Agency Director  
Matter:            Recommendation of Mr. Gaghagen to adopt Resolution 2002-44 "*Application*  
                      *for Community Based Organization Program Grant to California Children and*  
                      *Families Commission*".  
  
Motion/Second:   Supervisor Bungarz/Supervisor Hansen  
Order:             Adopt Resolution 2002-44  
Vote:              Unanimous by members present.
22.     **Personnel**  
Also Present:     John Greco, Personnel Director  
Matter:            Recommendation of Mr. Greco to execute Agreement with Gates, McDonald  
                      & Company for Unemployment Compensation Services, commencing May 1,  
                      2002 through April 30, 2005, for the rate of \$.70 per employee per year.  
                      (County Contract 717)  
  
Motion/Second:   Supervisor Bungarz/Supervisor Sprague  
Order:             Approve the aforesaid matter  
Vote:              Unanimous by members present.
23.     **Planning**  
Also Present:     Vince Minto, Planning Administrator  
Matter:            Recommendation of Mr. Minto to approve construction within the Planning  
                      Department to enclose the front porch for office space and enlarge the  
                      restroom facilities.  
  
Motion/Second:   Supervisor Bungarz/Supervisor Hansen  
Order:             Approve encumbering funds for the remodel of the Planning Department using  
                      County Staff  
Vote:              Unanimous by members present.
24.     **Elections**  
Also Present:     Vince Minto, County Clerk-Recorder  
Matter:            Present update on purchase of new software/hardware for Elections Voting  
                      System.  
  
Proceedings:      Mr. Minto reviewed new voting system and advised that he will be using  
                      money from different trusts to pay for new system, and also advised that  
                      Sequoia will not support the present system beyond June 2003.
25.     **Miscellaneous**  
Matter:            The following items were reviewed with no action taken:  
                      a.     Investment Portfolio for Glenn County, Fund General Account, for the  
                              month ending March 31, 2002.  
                      b.     Notice from Agricultural Commissioner Ed Romano, advising of Water  
                              Advisory Committee Meeting on Tuesday, May 14, 2002 at 7:00 p.m., at  
                              the Glenn-Colusa Irrigation District Office.

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**11:10 a.m. – The Chairman Called The Meeting In Recess  
11:13 a.m. – The Chairman Called The Meeting To Order**

26. **Closed Session**

- Matter:           a. 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.
- b. Pursuant to Government Code Section 54956/Conference with Legal Counsel, the Board of Supervisors shall meet in Closed Session to discuss anticipated litigation regarding Public Records Request.
- Proceedings:    a. The Chairman announced the aforesaid matters;
- b. Later this date, as a result of Closed Session, the Chairman announced that the issue of the Public Records Request will be continued to May 7, 2002.
- Motion/Second: Chairman direction
- Order:            Adjourn to Closed Session

27. The Chairman adjourned the meeting at 12:34 p.m.

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

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: \_\_\_\_\_

Sandra Pergson, Deputy Clerk

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"**

2. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.  
 Motion/Second: Supervisor McGowan/Supervisor Hansen  
 Order: Approve Consent Calendar as set forth below  
 Vote: Unanimous.

a. **Correction to the Assessment Roll**

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

<b>Name</b>	<b>Parcel No.</b>	<b>Fiscal Year</b>	<b>Corr No.</b>
Baldwin Contracting Co Etal c/o Stonycreek	037-25-0-007-9	1998/1999	615B
Baldwin Contracting Co Etal c/o Butte Creek Rock Co	037-26-0-004-9	1998/1999	614B
Baldwin Contracting Co Etal c/o Stonycreek	037-25-0-007-9	1999/2000	378B
Baldwin Contracting Co Etal c/o Butte Creek Rock Co	037-26-0-004-9	1999/2000	379B
Jones, Martin W., & c/o Jones, Nellie Wong C/P	0161500039	2000/2001	231B
Baldwin Contracting Co Etal c/o Stonycreek	037-25-0-007-9	2000/2001	339B
Baldwin Contracting Co Etal c/o Butte Creek Rock Co	037-26-0-004-9	2000/2001	340B
Baldwin Contracting Co Etal c/o Stonycreek	037-25-0-007-9	2001/2002	317B
Baldwin Contracting Co Etal c/o Butte Creek Rock Co	037-26-0-004-9	2001/2002	318B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

<b>Tran: No.</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
5266	Agricultural Commissioner	Move funds to purchase undercover 10 gallon prover.	\$ 2,500.00
5311	Recorder	Cover Contract 1679 & 1679.1 implementing Network Connectivity to the Courthouse & Annex	\$ 163.61
5317	Freda Walker Library Trust	Set up an appropriation from General Reserve to move 2000/2001 Interest earnings to the Hamilton City Library Fund for purchase of books & supplies	\$ 1,304.77
5318	Office of Criminal Justice Planning Grant	Approve change of budget as authorized by Office of Criminal Justice Planning. Salary savings to be used for urine lab sample supplies & special equipment	\$ 24,500.00
5320	Glenn General Hospital	To cover additional appropriation needed to pay retirees health insurance	\$ 2,500.00
5322	Assessor	Cover costs for the Gas Well Consultant	\$ 8,300.00
5323	Willows Airport	Appropriate unanticipated revenue to cover bad debts	\$ 100.00
5328	Air Pollution/ CUPA	To set up transfer of funds for vehicle upgrade	\$ 2,710.00

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c. **Dispositions of County Property**

Approved Dispositions of County Property, as recommended by the Public Works Department:

Department	Description	Tag #	Disposition
Public Works Fleet Services	1997 Ford Crown Victoria	4936	Sell at Auction
Public Works Fleet Services	1997 Ford Crown Victoria	4765	Sell at Auction
Public Works Fleet Services	1997 Ford Crown Victoria	4764	Sell at Auction
Public Works Fleet Services	1995 Chevrolet Caprice	4453	Sell at Auction
Public Works Fleet Services	1995 Olds Ciera	4431	Sell at Auction
Public Works Fleet Services	1994 Ford Ranger Pickup	4295	Sell at Auction
Public Works Fleet Services	1991 Ford Ranger Pickup	3878	Sell at Auction
Public Works Fleet Services	1991 Ford Crown Victoria LTD	3815	Sell at Auction
Public Works Fleet Services	1988 Dodge Aries	3063	Sell at Auction
Public Works Fleet Services	1987 Nissan Pickup	2776	Sell at Auction
Public Works Fleet Services	1986 Chevrolet Celebrity	2644	Sell at Auction
Public Works Fleet Services	1985 Ford Tempo	2472	Sell at Auction
Public Works Fleet Services	1985 Chevrolet Pickup	2235	Sell at Auction
Public Works Fleet Services	1998 Ford Crown Victoria	5183	Sell at Auction

d. **Ordinance/Glenn County Code**

Ordinance having been introduced on April 16, 2002, adopted Ordinance 1144 "Adding Chapter 2.34 to the Glenn County Code".

e. **Resolution/Probation**

Upon the recommendation of Chief Probation Officer Linda Shelton, adopted Resolution 2002-37 "Accepting the Juvenile Justice Crime Prevention Act Application Continuation for Funding and Plan Modification".

f. **Resolution/Human Resource Agency**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Adopted Resolution 2002-38 "Authorizing Execution of an Agreement with the State of California, Department of Community Services and Development for Department of Energy (DOE) Low-Income Weatherization (WX) Assistance Program and any Amendments Thereto"; and
- (2) Approved Line Item Budget as follows:

Department	Service Acct	Department Name	Budget Amount
Community Action	04999619	DOE-Weatherization 2002	\$18,422.00

g. **Proclamation/Drug Court**

Executed "Proclamation Proclaiming May 2002 as National Drug Court Month".

h. **Resolution/Probation**

Upon the recommendation of Chief Probation Officer Linda Shelton, adopted Resolution 2002-39 "Amending the Position Allocation List for the Probation Department".

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- i. **Agricultural Commissioner**  
Upon the recommendation of Agricultural Commissioner Ed Romano, authorized Director to submit a full proposal to the CalFed Watershed Program, which is a continuation of the program implemented by the Glenn County Surface Water Stewardship Program.
  
- j. **Cooperative Extension**  
Upon the recommendation of Cooperative Extension County Director Barbara Reed, approved Agreement with Matson & Isom Technology Consulting to provide technical consulting services, not to exceed \$10,000.00 per year from July 1, 2001 to June 30, 2003.
  
- k. **Agricultural Commissioner**  
Corrected Minute Order 30 of April 16, 2002 to reflect that the Agricultural Commissioner is authorized to execute Agreement with California Rice Commission.
  
- l. **Agricultural Commissioner**  
Corrected Minute Order 31 of April 16, 2002 to reflect that the Agricultural Commissioner is authorized to execute Agreement with Office Depot.