

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

Tuesday, October 1, 2002

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:04 a.m., with members as follows:

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

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes

Matter: Approve Minutes of September 17, 2002.
Proceedings: County Counsel Belinda Blacketer raised issue with Minute Orders 14 and 15 of September 17, 2002; whereby Deputy Clerk Sandra Pergson advised that staff would listen to audio tapes from September 17, 2002 meeting, and requested continuing Minutes for possible corrections on October 15, 2002.
Motion/Second: Chairman direction
Order: Continue Minutes to October 15, 2002.

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. Environmental Biologist IV Bob Birdseye spoke regarding the need for more funding for Butte City Cemetery maintenance; whereby the Chairman ordered that this matter be placed on the agenda for October 15, 2002;
c. County Counsel spoke regarding changes to the Conflict of Interest Code;
d. John Brooks, Newspaper Reporter, spoke regarding a meeting on October 18, 2002 on the Clean Water Act;
e. **Agricultural Commissioner**
(1) Environmental Biologist IV Bob Birdseye and Administrative Services Officer Debbie Hubbard submitted bid results for a chemical bid held in their office September 30, 2002, and requested that bids be awarded as follows:

Chemical	John Taylor Glenn Fertilizer	UAP Timberland	Target Specialty Products	Helena Chemical Company	Western Farm Service
Roundup PRO (GAL)		\$30.08			
DIREX (GAL)					\$14.36
OUST (OZ)					\$10.31
SOLUTION (LBS)		\$2.89			
KROVAR		\$11.15			
TRANSLINE (GAL)	\$305.66				
NUTRIENT BUFFER (GAL)	\$6.73				
SPREADER (GAL)					\$8.37
RODEO (GAL)					\$47.30
GARLON 4 (GAL)					\$81.51

- (2) On motion of Supervisor Hansen, seconded by Supervisor Freeman, it was unanimously ordered to add this matter to the agenda; and
(3) On motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to award bids as submitted above.

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- f. (1) Director of Finance Don Santoro gave a report on the property auction recently held by the Department of Finance, and advised that the total amount received on six of seven parcels was \$689,000.00; and
- (2) Advised that a presentation on the final budget will be held on October 15, 2002, but that he will not be present that day, so his staff will make the presentation.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Approve Consent Calendar as set forth in Attachment "A"

Vote: Unanimous.

The Chairman Adjourned to the Glenn County Board of Equalization

4. **Equalization, Board of**

Matter: a. Pursuant to Minute Order 20 of August 20, 2002, and on the recommendation of Assessor Vince Minto, hold hearing on Assessment Appeal Applications 2001-11 through 2001-20 for Key Production; and

b. Continue Assessment Appeal Hearing to October 1, 2002 at 11:55 a.m.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve matters as set forth in (a) and (b) above

Vote: Unanimous.

5. **Equalization, Board of**

Matter: Pursuant to Minute Order 20 of August 20, 2002, and on the recommendation of Assessor Vince Minto, hold hearing on Assessment Appeal Applications 2001-11 through 2001-20 for Key Production.

Proceedings: Key Production having stipulated and agreed to the value of Assessment Appeal Applications 2001-11 through 2001-20, on motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to approve stipulation as submitted.

The Chairman Adjourned to the Glenn County Board of Supervisors

6. **Juvenile Hall/Buildings & Grounds**

Also Present: Dan Gardner, Building Maintenance & Inspection Director
Linda Shelton, Chief Probation Officer

Matter: Pursuant to bid opening having been held on September 26, 2002, and on the recommendation of Mr. Gardner, award bid for the expansion of Jane Hahn Juvenile Hall.

Proceedings: a. Mr. Gardner submitted and reviewed all bid results, and advised that bids are approximately \$1 million dollars over budget; whereupon there was discussion on options for funding this project, and it was suggested that Mr. Gardner, Ms. Shelton, and Finance Director work together on funding issues and total costs for this project and return to the Board of Supervisors on October 15, 2002; and

b. Mr. Gardner advised that he needed to have Addendum 2 approved by the Board this date.

Motion/Second: Supervisor Hansen/Supervisor Bungarz

Order: Approve Addendum 2 as submitted and continue matter to October 15, 2002 for funding solutions

Vote: Unanimous.

7. **Ordinance/Buildings & Grounds**

Also Present: Dan Gardner, Building Maintenance & Inspection Director

Matter: Recommendation of Mr. Gardner to introduce Ordinance "Amending Section 16.04.090, Permit - Expiration, and Section 16.08.120, Definitions" which increases the time work authorized by a permit must be commenced, and the time abandoned or suspended work must be reported to the building official, to 180 days and where there is no County Fire Department with paid employees, the State Fire Marshall will carry out fire inspections. These changes recognize that. (Read title and waive first reading of Ordinance)

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Proceedings: Supervisor Freeman having read title of Ordinance set forth above, on motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to waive further reading and accept introduction of said Ordinance.

**10:13 a.m. – The Chairman Called the Meeting in Recess
Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting
10:20 a.m. – The Chairman Called the Meeting to Order**

8. **Resolution/Human Resource Agency**

Matter: Recommendation of Mr. Gaghagen to adopt Resolution 2002-80 *“Hereby Authorizes the Submittal of an Application to the California State Department of Housing and Community Development for Funding Under the Home Investment Partnerships Program; the Execution of a Standard Agreement if Selected for Such Funding and Any Amendments Thereto; and any related Documents necessary to Participate in the Home Investment Partnerships Program”*.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolution 2002-80

Vote: Ayes: Supervisors Bungarz, Freeman, Hansen, and McGowan

Abstain: Supervisor Sprague

10:22 a.m. – County Counsel Belinda Blacketer Entered the Meeting

9. **Resolution/Health Services Agency/County Counsel/Personnel**

Also Present: Nancy Callahan, Consultant

Mike Cassetta, Health Services Agency

Matter: Recommendation of Mr. Cassetta to adopt;

- a. Resolution 2002-81 *“Establishing the County Counsel as the County Lead Office for the Countys Implementation of the Health Insurance Portability and Accounting Act (HIPPA) of 1996”*; and
- b. Resolution 2002-82 *“Reorganizing County Counsel’s Department by Adding the Position of Administrative Assistant (HIPPA Privacy Officer) to the Position Allocation List”*.

Proceedings: Mr. Cassetta advised that Federal Law mandates the aforesaid matter and regulations must be in place by April 2003

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Adopt Resolution 2002-81 and Resolution 2002-82, designate that the HIPPA Privacy Officer be FLSA exempt and confidential, and direct Finance Director Don Santoro and Mr. Cassetta to bring a recommendation back to the Board regarding funding the position

Vote: Unanimous.

10. **Public Hearing**

Also Present: Bob Shadley, Sheriff-Coroner

Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to receive and consider all evidence and reports relative to the local use of monies generated by federal funding through the Bureau of Justice Assistance, Office of Justice Programs, and U.S. Department of Justice, of the Local Law Enforcement Block Grant Program, and consideration of the Glenn County Sheriff’s Department request for the appropriation of funds received by the County through this funding source.

- Proceedings:
- a. The Chairman opened the aforesaid matter for public hearing;
 - b. Sheriff Shadley reviewed the aforesaid matter;
 - c. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments;
 - d. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted; and
 - e. On motion of Supervisor Bungarz, seconded by Supervisor Sprague, it was unanimously ordered to conclude hearing, decide matter, and approve the aforesaid matter.

Adjourn to the Glenn County Air Pollution Control District

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11. **Public Hearing**

- Also Present: Candis Woods, Administrative Service Officer
Ed Romano, Air Pollution Control Officer
- Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to consider adopting a Resolution 2002-03 "*Amending Fee Schedule of the Glenn County Air Pollution Control District*". The District is requesting amending fees for Stationary Sources.
- Proceedings:
- a. The Chairman opened the aforesaid matter for public hearing;
 - b. Mr. Romano reviewed the aforesaid matter;
 - c. Mrs. Woods advised that only the stationary source fees are being affected;
 - d. The Chairman opened the hearing for public comments; whereupon Chuck Harris, Sr. opposed the fee schedule and Finance Director Don Santoro supported the increase in fees advising that costs should be recovered through user charges;
 - e. The Chairman closed the hearing to public comments;
 - f. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted; and
 - g. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was unanimously ordered to conclude hearing, decide matter, and adopt Resolution 2002-03.

**Later this Date, Chairman Advised That the Air Pollution Control District Did Not Adjourn to the Glenn County Board of Supervisors.
Therefore Chairman Announced That All Items Below Were Discussed,
and Subsequent Action Taken, Under the Glenn County Board of Supervisors**

12. **Ordinance/Personnel**

- Matter: Recommendation of Personnel Director to introduce Uncodified Ordinance "*Confirming to the Salaries of the Members of the Board of Supervisors*" which implements the final installment of the Classification Study.
- Motion/Second: Supervisor Bungarz/Supervisor Freeman
- Proceedings: Supervisor Bungarz having read title of Ordinance set forth above, on motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was ordered by the following vote to waive further reading and accept introduction of said Ordinance:
- Ayes: Supervisors Bungarz, Freeman, Hansen, and McGowan
Noes: Supervisor Sprague

13. **Resolution/Personnel**

- Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2002-83 "*Setting Pay Rates for Glenn County Department Heads, Confidential Employees and Other Non Represented Employees of the County, Effective September 29, 2002*" which implements the final installment of the Classification Study.
- Motion/Second: Supervisor Bungarz/Supervisor Freeman
- Order: Adopt Resolution 2002-83
- Vote: Ayes: Supervisors Bungarz, Freeman, Hansen, and McGowan
Noes: Supervisor Sprague

14. **Resolution/Peace Officers Association/Personnel**

- Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2002-84 "*Implementing a 2% Cost of Living Increase for the Employees Represented by the Glenn County Peace Officers' Association*".
- Motion/Second: Supervisor Freeman/Supervisor Bungarz
- Order: Adopt Resolution 2002-84
- Vote: Unanimous.

15. **Resolution/Deputy Sheriffs Association/Mid-Managers Association/General Unit (UPEC Local 792/Peace Officers Association/Personnel**

- Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2002-85 "*Setting Pay Rates for Employees Represented by the Glenn County Deputy Sheriff's Association (DSA), the Glenn County Mid-Managers' Association (GCMMA), the Glenn County General Unit (UPEC Local 792), and the Glenn County Peace Officers' Association (POA)*".

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- d. Supervisor Freeman recommended that the CAO Ad Hoc Committee talk with the CAO Organization Chairman Will Randolph; whereby Supervisor McGowan recommended scheduling a workshop for the October 29, 2002 meeting to discuss the County's needs and a job description, and discussion was held regarding the ad hoc committee seeking outside advice;
- e. Finance Director Don Santoro advised that \$65,000 is set aside for the CAO position, which could be translated through A-87 to \$160,000 for this year;
- f. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was ordered to table the aforesaid matter until staff work and the questions in Supervisor Sprague April 9 letter are answered, by the following vote::
Ayes: Supervisors Bungarz and Hansen
Noes: Supervisors Freeman, McGowan, and Sprague
- g. On motion of Supervisor Sprague, seconded by Supervisor Freeman, it was unanimously ordered to move forward with a workshop and direct the Personnel Director copy and distribute the existing CAO job descriptions, and that the Board give direction to the ad hoc committee by commenting on exceptions and highlighting what they approve of.

21. **Water Advisory Committee**

- Matter: Pursuant to Minute Order 23 of August, 6, 2002, consider draft report from the Water Advisory Committee in response to letter from Mr. Michael Billiou, Billiou Farming Company, regarding the direction that groundwater management appears to be going in Glenn County, approve forwarding a copy of said report to Mr. Billiou, and provide comments to the Water Advisory Committee regarding the Draft Mitigation and Investigation Fund Decision Path.
- Proceedings:
- a. On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to approve the aforesaid matter; and
 - b. Supervisor Sprague requested that Supervisor Hansen ensure that the problem of Draft Mitigation remains a topic at the Water Advisory Committee.

22. **California State Association of Counties**

- Matter: Authorize payment of Invoice from California State Association of Counties for SB 90 Service for \$900.00, fiscal year 2002/2003.
- Motion/Second: Supervisor Hansen/Supervisor Freeman
- Order: Approve the aforesaid matter
- Vote: Unanimous.

23. **Hamilton Union Elementary School District**

- Matter: Recommendation of Assistant Clerk of the Board Sandy Kennedy to approve the revised Conflict of Interest Code for the Hamilton Union Elementary School District.
- Motion/Second: Supervisor Freeman/Supervisor Bungarz
- Order: Approve the aforesaid matter
- Vote: Unanimous.

24. **Miscellaneous**

- Matter: Reviewed the following items with no action taken:
- a. Auditor's Cash Report for month ending August 31, 2002
 - b. Notice from the Water Advisory Committee advising that the next meeting will be held October 8, 2002, 7:00 p.m., at the Glenn Colusa Irrigation District Office.
 - c. Bureau of Reclamation's Lower Stony Creek Fish Monitoring Monthly Report for the month of August 2002.

11:54 p.m. – The Chairman Adjourned the Meeting to 1:30 p.m.

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AFTERNOON SESSION

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 1:33 p.m., with members as follows:

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

Also Present: Sandra Pergson, Deputy Clerk

25. **Closed Session**

Matter: Adjourn to Closed Session pursuant to Government Code Section 54957 to hold Public Employee Performance Evaluation for Agricultural Commissioner/Air Pollution Control Officer Ed Romano.

Proceedings: The Chairman announced the aforesaid matters;

Motion/Second: Chairman direction

Order: Adjourn to Closed Session.

26. The Chairman adjourned the meeting at 2:31 p.m.

TOM MCGOWAN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: _____

Debbie Lambert, 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"

3. Consent Calendar

Matter: Review and take actions related to the Consent Calendar.
 Motion/Second: Supervisor Bungarz/Supervisor Freeman
 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:

Name	Parcel No.	Fiscal Year	Corr No.
Gillam Robert	18-000044-00	02/03	23-B
Komatsu Financial	24-000375-00	2002/03	33-B
Caterpillar Financial Service	24-000444-00	2002/03	25-B
Marino Peggy J	040-21-5-001-0	00/01	337-B
Marino Peggy J	040-21-5-001-0	01/02	498-B
Marino Peggy J	040-21-5-001-0	02/03	36-B
Marino Peggy J	040-25-1-004-0	00/01	338-B
Marino Peggy J	040-25-1-004-0	01/02	499-B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Tran No.	Department	Description	Amount
5038	Waste Disposal Enterprise	Transfer interest accrued from retained earnings to Solid Waste Interest Earned to comply with grant funding agency requirements	\$ 118.87
5039	High Technology Grant	To correct Transfer #5018 which appropriated State award monies for the 2002/03 budget year into fixed assets account Special Department Equipment rather than Special Department Expense	\$ 33,174.00
5040	Boat Patrol	To appropriate State Boating and Waterways grant funds for purchase of a patrol boat as approved per Minute Order 7 of May 7, 2002	\$ 42,000.00
5041	Human Resource Agency/Community Action Division	Appropriate Amendment #2 of the Community Service Block Grant to realign the line items to actual and anticipated expenditures	\$ 13,556.00
5042	Human Resource Agency/Community Action Division	Emergency Shelter & Food Grant (formerly known as FEMA)	\$ 650.73
5043	Human Resource Agency/Community Action Division	Weatherization & Energy Efficient Rehabilitation (WEER)	\$ 296.39

c. **Public Works Department/Personnel**

Upon the recommendation of Personnel Director John Greco, authorized the Director to eliminate any reference to former Public Works and Development Services Agency on any Public Works Classification Specifications not included with Resolution 2002-69 "Renaming the Public Works Department, Setting the Salary of the Director, and Revising the Department Allocation List".

d. **Proclamation/Human Resource Agency**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, Proclaimed *October 2002 as Domestic Violence Awareness Month*.

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- e. **Health Services Agency**
Upon the recommendation of Health Services Agency Director Mike Cassetta, authorized the Director, or his designee, to execute the Declaration of Intent Not to Apply for Rural Health Services Program Funding annually. (County Contract No. 299)

- f. **Sheriff**
Upon the recommendation of Sheriff Bob Shadley, authorized Craig Berglund and Dean Brinkley to use the County issued credit card to purchase goods and services.