

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

Tuesday, December 20, 2005

Chairman Amaro called a duly noticed informal meeting of the Board of Supervisors and Department Heads to order at 8:15 a.m., in the Board of Supervisors Conference Room at 526 West Sycamore Street, Willows, with Board members as follows:

Present: Supervisors Bungarz, Freeman, Hansen, McGowan and Amaro (Chairman)
Also Present: David Shoemaker, County Administrative Officer
Sandy Soeth, Assistant Clerk of the Board

1. **Supervisors/Department Heads**

Matter: Informal session with the County Department Heads to receive reports and updates on departmental activities.

- Proceedings:
- a. County Administrative Officer David Shoemaker reviewed the progress of the a Tax-Sharing agreement with the City of Orland; advised of an upcoming "Ethics in Public Administration" workshop to be provided by William Randolph of California State Association of Counties on February 8th and 9th, 2006 at the Memorial Hall for a cost of \$25 per participant, and that a memo will be sent to all County departments, Board members, Cities of Willows and Orland, School Districts, and Special Districts; also advised that he has met with the Veterans and is working toward an agreement on providing them space in the Memorial Hall.
 - b. Supervisor Gary Freeman advised that he too is working with Orland on the Tax-Sharing agreement.
 - c. Finance Director Don Santoro advised, in relation to the Tax-Sharing agreement with the City of Orland, that under the law as of December 15th the parties must negotiate within 60 days; also advised that the Board will consider his recommendation to increase the meal per diem from \$32 to \$39 a day.
 - d. Animal Control Officer Ray Cavier advised that he now receives funding that offsets costs for the rabies control program and has a transfer on today's Board agenda.
 - e. Planning & Public Works Agency Director Dan Obermeyer spoke regarding the necessity for permits and discussion was held on code enforcement.
 - f. Chief Probation Officer Linda Shelton advised that the gang issues within the County needs to be addressed; and advised of recent interviews for Juvenile Hall Councilors and a promotional position within her department.
 - g. Health Services Agency Interim Director Cecelia Hutsull advised that they a currently experiencing difficulty with their Crisis Line, and are working with SBC to resolve the problem.
 - h. County Counsel Thomas Agin advised that he has been working with Golden State Risk Management Agency on the worker's compensation program and will be requesting a meeting with certain department heads to discuss this matter.
 - i. Child Support Services Director Carroll Ragland advised of continuing budget cuts by the State; that she is down three employees; and that the statewide disbursement of child support checks will begin in March; also advised that she is working on reorganizing her department and is surveying other counties departmental organization.
 - j. Supervisors Denny Bungarz and John Amaro reviewed the status of recent meeting held with County Fire Districts and advised that they will be working towards coordination of necessary training for all districts.
 - k. Human Resource Agency Director Kim Gaghagen expressed his gratitude towards the community for their generosity in participating in the "adopt-a-family" program, as there were 68 families and 120 youth that were served by the program this year.
 - l. Chairman John Amaro adjourned the meeting at 8:53 a.m.
-

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

Tuesday, December 20, 2005

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, Freeman, Hansen, McGowan, and Amaro (Chairman)
Also Present: David Shoemaker, County Administrative Officer
Thomas Agin, County Counsel
Debbie Lambert, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. **Minutes**
Matter: Approve the Minutes of December 6, 2005.
Motion/Second: Supervisor Freeman/Supervisor Hansen
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.
Proceedings:
 - a. Reports and issues were discussed by Supervisors.
 - b. Vicki Allen thanked the Board for their assistance and support on Proposition 36 issues.
 - c. Grindstone District Ranger Jim Giachino announced his retirement from the US Forest Service and thanked the Board for their support.
 - d. Human Resource Agency Director Kim Gaghagen thanked the county and community for their caring and participation in the Adopt a Family Program which assisted 70 families and Adopt a Child which assisted 113 children.
 - e. Supervisor McGowan advised that Plumas County Supervisor Bill Dennison's wife passed away on Sunday;
 - f. Supervisor Amaro advised that he attended a meeting with the county Fire Departments to discuss common concerns, and that discussion was held regarding billing out of county residents for emergency calls.
 - g. Supervisor Freeman discussed misunderstandings regarding a Tax Share Agreement for a new development at Orland, and advised that the County is working towards resolution before the February 14, 2006 deadline.
 - h. Glenn Medical Center Hospital Consultant Bill Casey and Administrator Woody Laughnan gave a quarterly update, advised that the State is in the process of changing the hospital's license from Enloe to Glenn Medical Center and the application was submitted for Medical numbers for billing, that the inpatient average has been two per day, advised of new services and physicians available, and advised that the facility was granted a five year extension for the seismic retrofit.
3. **Mental Health Services Act Community Services & Supports Plan**
Matter: Recommendation of Health Services Agency Interim Director Cecilia Hutsell to approve the final *Glenn County Mental Health Services Act (MHSA) Community Services & Supports (CSS) Plan* for submission to the State.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.
4. **Consent Calendar**
Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".
Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Approve the Consent Calendar as set forth on Attachment "A"
Vote: Unanimous.

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

Tuesday, December 20, 2005

5. **County Service Recognition**

Also Present: Jim Miranda, Deputy Sheriff
Matter: Present County Service Pin to Officer Miranda in recognition of ten years of service with the County of Glenn.
Proceedings: The Chairman presented a Service Pin to Officer Miranda, whereby Officer Miranda commended Sheriff Jones for his accomplishments as Sheriff.

6. **Elk Creek Citizens Library Committee**

Also Present: Keith Carly, Elk Creek Citizens Library Committee Member
Matter: Recommendation County Administrative Officer David Shoemaker to consider request from Elk Creek Citizens Library Committee to pay approximately \$180 for the installation of internet service, allowing for public internet access. (Determine funding source)
Proceedings: Mr. Carly reviewed the aforesaid matter and Director of Finance Don Santoro advised that funding could come from the countywide Data Processing Budget
Motion/Second: Supervisor McGowan/Supervisor Bungarz
Order: Appropriate funding from the Data Processing Budget to pay for the installation of internet service for the Elk Creek Library
Vote: Unanimous.

7. **Treasury Oversight Committee**

Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Director of Finance Don Santoro to:
a. Adopt Resolution 2005-118 *"Repealing Resolution 97-09 Dissolving the Treasury Oversight Committee"*; **OR**
b. Adopt Resolution *"Repealing Resolution 97-09 Reconfiguring the Treasury Oversight Committee"*, which will reduce the membership of the Committee to three, consisting of the Director of Finance, Chairman of the Board of Supervisors or designee, and a public member.
Proceedings: Mr. Santoro reviewed the aforesaid matter
Motion/Second: Supervisor Bungarz/Supervisor McGowan
Order: Adopt Resolution 2005-118 to dissolve the Treasury Oversight Committee
Vote: Unanimous.

8. **Per Diem Rates for Meals**

Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Director of Finance Don Santoro to adopt Resolution 2005-119 *"Amending Chapter 7.02.01 to the Glenn County Administrative Manual Changing Per Diem Rates"*, which increases meal reimbursement to rates approved by the Internal Revenue Service. (Rate increase from \$32.00 per day to \$39.00 per day, as set forth therein)
Proceedings: Mr. Santoro reviewed the aforesaid matter
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Adopt Resolution 2005-119
Vote: Unanimous.

9:52 a.m. -- The Chairman Called the Meeting in Recess

10:00 a.m. -- The Chairman Called the Meeting to Order

9. **Public Hearing – Williamson Act to Farmland Security Zone Contract #2005-01**

Also Present: Dan Obermeyer, Planning & Public Works Agency Director
Matter: Pursuant to Affidavit of Publication on file in the Office of the Clerk of the Board of Supervisors, hold Public Hearing to consider the following:
a. Approve and authorize the Chairman of the Board of Supervisors to execute Williamson Act to Farmland Security Zone Contract No. 2005-01 for Mapco Farms, L.P.; and
b. Adopt Resolution 2005-120 *"In the Matter of the Creation or Revision of Agricultural Preserves"*.
Proceedings: a. The Chairman opened the aforesaid matter for Public Hearing;
b. Mr. Obermeyer reviewed the aforesaid matter;
c. The Chairman opened the hearing for public comment, whereupon none having been heard the Chairman closed the hearing to public comment;
d. On motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to conclude hearing, decide matter, approve (a) in matter above and adopt Resolution 2005-120.

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

Tuesday, December 20, 2005

10. **Budget Changes**

Matter: Approve the following Budget changes, 4/5 vote required:
(No general fund impact)

Trans No.	Department/Budget	Description	Amount
5071	Animal Control	To appropriate unanticipated revenues to cover cost of rabies control program in Animal Control budget.	\$ 7,840.00

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

11. **Classification Specification of Van Driver – Health Services Agency**

Matter: Recommendation of Health Services Agency Interim Director Cecilia Hutsell to adopt Resolution 2005-121 *“To Amend the Classification Specification of Van Driver to Change the License or Certificate Required”*.

Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Adopt Resolution 2005-121
Vote: Unanimous.

12. **Position Allocation List – Health Services Agency**

Matter: Recommendation of Health Services Agency Interim Director Cecilia Hutsell to adopt Resolution 2005-122 *“Amending the Position Allocation List for the Health Services Agency to Designate One Administrative Assistant and One Secretary Position as Confidential”*.

Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Adopt Resolution 2005-122
Vote: Unanimous.

13. **Contract – Health Services Agency Consultant**

Matter: Recommendation of Health Services Agency Interim Director Cecilia Hutsell to approve and authorize Interim Director to execute contract with Mike Cassetta to complete the transition plan for Health Services Administration and programs that are currently in process, term from January 1, 2006 to June 30, 2006.

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

14. **Sheriff - Boating & Waterways**

Matter: Recommendation of Sheriff Larry Jones to consider the following:

- a. Approve and authorize the Sheriff to execute an application for funding and financial agreement with Boating and Waterways;
- b. Approve and authorize the Sheriff to execute the Department's form for each reimbursement claim;
- c. Authorize the Director of Finance Don Santoro to certify the amount of prior year vessel taxes received by the County; and
- d. Agree that the County will spend 100% of vessel taxes received by the County for boating safety and enforcement prior to receiving State Financial aid under said program.

Motion/Second: Supervisor Bungarz/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.

15. **Glenn County Local Child Care Planning Council - Appointment**

Matter:

- a. Accept the resignation of Rachael Hendry from the Glenn County Local Child Care Planning Council, Child Care Consumer Representative; and
- b. Notice of vacancy having been posted, accept the resignation of Rosalina Chavez as Community Representative of the Local Child Care Planning Council and consider application, and the recommendation of the Local Child Care Planning Council, to appoint Ms. Chavez's to represent the Child Care Consumer, for a three year term.

Motion/Second: Supervisor Freeman/Supervisor Bungarz
Order: Approve the aforesaid matter
Vote: Unanimous.

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

Tuesday, December 20, 2005

16. **Miscellaneous**

- Matter: Reviewed the following items with no action taken:
- a. Notice from Animal Control Officer Ray Cavier advising that a new Animal Control Violation Fee of \$25.00 will be collected for Non-Compliance (vaccination & licensure) by the Courts.
 - b. *Auditor's Cash Report* for the month ending October 31, 2005 and November 30, 2005.

17. **Transfer of Contingency Funds – Road Department**

- Also Present: David Shoemaker, County Administrative Officer
Dan Obermeyer, Planning & Public Works Agency Director
Bob Johnson, Operations Superintendent
- Matter: Recommendation of Mr. Shoemaker to authorize Transfer of Funds No. 5073 for \$36,386.00 from General Fund Contingency to the Road Fund, to cover cost of alley way restoration in Hamilton City and Northeast Willows.
- Proceedings:
- a. Mr. Shoemaker reviewed the aforesaid matter, advised that waste haulers are the largest user of the ally ways, therefore the alleys maintenance cost would be included when the next franchise agreement is being negotiated;
 - b. On motion of Supervisor Bungarz, seconded by Supervisor McGowan, it was unanimously ordered to approve the aforesaid matter; and
 - c. Mr. Johnson announced that the Public Works Department won an Annual Safety Award for no lost work time due to injuries for the 2nd consecutive year, and have received the award five out of ten years.

18. **Aviation Easement for Willows Airport**

- Also Present: Dan Obermeyer, Planning & Public Works Agency Director
Tom Varga, Planning & Public Works Agency Deputy Director
- Matter: Recommendation of Planning & Public Works Agency Director Dan Obermeyer to:
- a. Authorize the Director to execute the *Grant of Aviation Easement* and it's accompanying *Certificate of Acceptance* for the Birch Street Village Subdivision in Willows; and
 - b. Direct Staff to propose a modification to Section 02.30.040 of the County Code authorizing the Public Works Director to accept, on behalf of the county, other grants of right of way and easements that benefit the public.
- Proceedings: Mr. Varga reviewed the aforesaid matter
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

19. **Memorandum of Understanding – Water Resource Knowledge**

- Also Present: Mark Black, Agricultural Commissioner
Lester Messina, Water Resource Coordinator
- Matter: Recommendation of Agricultural Commissioner Mark Black to approve and authorize the Chairman of the Board of Supervisors to execute *Memorandum of Understanding, Four County (Butte, Colusa, Glenn, and Tehama Counties) Regional Water Resource Coordination, Collaboration, and Communication* to establish the mutual understandings of the four counties with respect to the voluntary joint efforts.
- Proceedings: Mr. Messina reviewed the aforesaid matter
Motion/Second: Supervisor Freeman/Supervisor Bungarz
Order: Approve the aforesaid matter
Vote: Unanimous.

20. **First 5 Glenn County Commission – Appointments & 2004/2005 Annual Report**

- Also Present: Joy Amaro, Executive Director
- Matter: Recommendation of Mrs. Amaro to:
- a. Approve the appointment of Eddy Baker and Irene Mesa as Community Member at Large Representatives to the First 5 Glenn County Commission, for three year terms to December 20, 2008; and
 - b. Provide presentation of First 5 Glenn County 2004/2005 Annual Report.
- Proceedings:
- a. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was unanimously ordered to approve (a) above;
 - b. Mrs. Amaro distributed and reviewed *The Impact of First 5 on Glenn County Children and Families*.

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

Tuesday, December 20, 2005

21. **Glenn County Code – County Safety Program**

Also Present: David Shoemaker, County Administrative Officer
Thomas Agin, County Counsel
John Greco, Personnel Director

Matter: Recommendation of Mr. Shoemaker to Introduce Ordinance “*Amending Code Section 2.08.050 and Section 2.16.030 of the Glenn County Code*”, which transfers responsibility for the County Safety Program from the Personnel Department to the Office of County Counsel.

Proceedings: Mr. Shoemaker reviewed the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor McGowan

Order: Supervisor Bungarz having read title of Ordinance set forth above, on motion of Supervisor Bungarz, seconded by Supervisor McGowan, it was unanimously ordered to waive further reading and accept introduction of Ordinance.

22. **Issues for Upcoming Primary Election Ballot**

Also Present: David Shoemaker, County Administrative Officer

Matter: Recommendation of Mr. Shoemaker to:

- a. Hold discussion and determine issues(s) to be placed on the upcoming Primary Election Ballot; and
- b. Direct staff to prepare the appropriate resolutions.

Proceedings:

- a. Mr. Shoemaker advised that the Glenn County Transit Occupancy Tax which hotels charge is currently set at 5%, that surrounding counties/cities are charging an average of 10%, and recommended placing this issue on the Primary Election Ballot; whereby on motion of Supervisor Bungarz, seconded by Supervisor McGowan, it was unanimously ordered to direct staff prepare a resolution to add Transit Occupancy Tax issue to the Primary Election Ballot;
- b. Mr. Shoemaker advised that the Supervisors are still hearing from the public about the proposed Grindstone Indian’s land purchase for a casino, and recommended putting matter on the Primary Election Ballot; whereby on motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to place matter on ballot as a non-binding advisory ballot initiative;
- c. Mr. Shoemaker reminded the public that any districts, groups, organizations, and the general public are able to bring forward issues as ballot initiatives for the June Primary Election;
- d. Discussion was held regarding considering a sales tax to assist in the support of Glenn Medical Center.

23. **Personnel Policy – Group Insurance Coverage**

Also Present: David Shoemaker, County Administrative Officer

Matter: Recommendation of Mr. Greco to adopt Resolution 2005-123 “*Amending Section 10.12.22 E. ‘Group Insurance Coverage’ of the Personnel Policy of the County of Glenn*”, which increases the County’s contribution for Group Health Insurance for non-represented employees to be comparable to the increases granted to represented employees.

Proceedings: Mr. Shoemaker reviewed the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Adopt Resolution 2005-123

Vote: Unanimous.

**11:36 a.m. -- The Chairman Called the Meeting in Recess
11:47 a.m. -- The Chairman Called the Meeting to Order**

24. **Closed Session**

Matter:

- a. 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 (DSA), the Glenn County Mid Managers Association (GCMMA) and the Glenn County General Unit (GCGU) UPEC Local 792.
- b. Adjourn to Closed Session pursuant to Government Code Section 54956.9(b) and (c) to discuss and give guidance to legal counsel on anticipated litigation, one case.

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

Tuesday, December 20, 2005

- Proceedings: a. The chairman announced the aforesaid Closed Sessions;
 b. Later this date, the chairman announced that as a result of closed session staff has been directed to work with the Glenn County General Unit to negotiate terms to finalize agreement in matter (b) above and that no reportable action was take in matter (a) above.

Motion/Second: Chairman Direction
Order: Adjourn to Closed Session

25. The Chairman adjourned the meeting at 12:20 p.m.

JOHN AMARO, Chairman

ATTEST:

David Shoemaker, County Administrative Officer
and Clerk of the Board of Supervisors

BY: _____
Debbie Lambert, Deputy Clerk

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

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

Tuesday, December 20, 2005

ATTACHMENT "A"

4. **Consent Calendar**

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

a. **Planning & Public Works Agency Retirement**

Upon the recommendation of Planning & Public Works Agency Director Dan Obermeyer, adopted Resolution 2005-124 *"In Honor of Robert 'Bob' V. Staley"* in recognition of his retirement after nearly 30 years of service.

b. **Title 8 Appendix – Glenn County Administrative Manual**

Upon the recommendation of Clerk of the Board of Supervisors David Shoemaker to adopted Resolution 2005-115 *"Amending Provisions of the Appendix of Title 8 of the Glenn County Administrative Manual, Relating to Conflict of Interest"*, updating the list of personnel required to file a Conflict of Interest Statement due to three positions being renamed within Health Services Agency.

c. **Low-Income Home Energy Assistance Program**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, adopted Resolution 2005-116 *"Authorizing Execution of an Agreement with the State of California Department of Community Services and Development for a Low-Income Home Energy Assistance Program (LIHEAP) and any Amendments Thereto"*. (No general fund impact)

d. **Community Service Block Grant**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approve the following:

(1) Adopted Resolution 2005-117 *"Authorizing Execution of an Agreement with the State of California Department of Community Services and Development for a Community Service Block Grant (CSBG) and any Amendment Thereto"*, and

(2) Authorized the Human Resource Agency Director, or his designee, to execute all required certifications, enter into a Standard Agreement and any amendment thereto, execute any subcontract required to provide services, and perform any and all responsibilities in relation to administration of the Standard Agreement and any subcontract, contingent upon approval by County Administrative Officer and/or County Counsel.

(No general fund impact)