

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

**Tuesday, December 21, 1999**

The Chairman of the Board of Supervisors called a duly noticed informal meeting of the Board of Supervisors and the Management Council to order at 8:20 a.m., in the Board of Supervisors Conference Room at 526 West Sycamore Street, Willows, with Board members as follows:

Present: Supervisors Hansen, Mudd, Freeman and Bungarz (Chairman)  
Absent: Supervisor Harris  
Also Present: Norman Herring, County Counsel  
Sandra Pergson, Deputy Clerk

1. **Management Council/Supervisors**

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

**Supervisor Harris Entered Meeting**

Proceedings: a. Various reports were given and updates received, with no action taken;

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 Freeman, Hansen, Harris, Mudd, and Bungarz (Chairman)  
  
Also Present: Norman Herring, County Counsel  
Sandra Pergson, Deputy Clerk  
Debbie Lambert, Technician

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

Matter: Approve the Minutes of December 7, 1999.  
Motion/Second: Supervisor Freeman/Supervisor Harris  
Order: Approve the aforesaid Minutes  
Vote: Unanimous.

2. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A."  
Proceedings: Upon the recommendation of Supervisor Hansen, item 2 (d) was pulled from the Consent Calendar for discussion; whereupon, on motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to approve the matters set forth on Attachment "A".

3. **Joint Powers Authority**

Matter: Ratify letter to Charles Gee, Chairman, Glenn County JPA regarding McQuirk Case.  
Proceedings: It was Chairman Direction to continue matter to the January 18, 2000 board meeting for a reply from Joint Powers Authority.

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. Various reports were given, and issues discussed, by Supervisors;  
b. Supervisor Harris went on record stating he supports Offstream Storage;

**9:10 a.m. -- Deputy Clerk Sandra Pergson Left the Meeting**

**9:11 a.m. -- Deputy Clerk Sandra Pergson Re-entered the Meeting**

c. Public Works and Development Services Administrative Analyst Gerry DeRoco introduced Mr. Fernando Bertone, Program Director for Environmental Services of the Regional Council of Rural Counties Joint Powers Authority; whereupon Mr. Bertone advised of a grant for Used

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Oil Recycling, and the application of Tire Grants and Management of Household Hazardous Waste Products Grants; and

- d. Joint Powers Authority Risk Manager Scott Schimke spoke regarding concerns with Insurance coverage for:
- (1) Agenda Item 12, Lease Agreement with Robert D. Parker and Peter Verboom; whereby County Counsel requested Mr. Schimke submit a list, which he will try to incorporate in the Lease Agreement; and
  - (2) Agenda Item 32, whether USDA Forest Service is acting as an Independent Contractor, and the definition of "sensing" as used in the contract.

5. **Public Works and Development Services Agency**

Also Present: Doug Holvik, Public Works & Development Services Agency Assistant Director

Matter: Pursuant to Minute Order 17 of November 16, 1999, and on recommendation of Mr. Tinsley, award bid for Flood Damage Shoulder Repairs at various locations, and authorize the Public Works Director to execute all Contract documents.

Proceedings: Mr. Holvik submitted a Bid Summary Sheet for Flood Damage Shoulder Repairs at Various Locations for Federal Contract #3618 (003), 3618 (006), and 3618 (007) and recommended awarding said contracts to the low bidder, Ben's Truck and Equipment, Inc

Motion/Second: Supervisor Freeman/Supervisor Mudd

Order: Award bid, subject to the approval of the State, to Ben's Truck and Equipment in the amount of \$111,535, and authorize the Director to execute all Contract documents

Vote: Unanimous.

6. **Public Works & Development Services Agency**

Also Present: Tom Tinsley, Public Works & Development Services Agency Director

Matter: Recommendation of Mr. Buckner to authorize sole source purchase of one used 1998 Ford Taurus Sedan for \$12,697.00 from Corning Ford Mercury based on quotes submitted, and said purchase being in the best interest of the county as set forth in findings therein, with funding to come from the Sheriff's Department.

Motion/Second: Supervisor Freeman/Supervisor Harris

Order: Approve aforesaid matter

Vote: Unanimous.

7. **Glenn Transit Service**

Also Present: Gloria Weems, Public Works & Development Services Agency Administrative Analyst  
Tom Tinsley, Public Works & Development Services Agency Director

Matter: Report by Ms. Weems on relocation of the Glenn Transit Service to 130 N. Butte Street, Suite F (Willow Walk Mall), P.O. Box 66, Willows, which houses the following programs:

- a. Glenn Ride-Fixed Route Bus Program and bus passes may be purchased;
- b. Subsidized Taxi Program - Taxi tickets may be purchased;
- c. Volunteer Program - Questions regarding medical transportation services and driver reimbursement; and
- d. Human Resource Agency Van Program - CalWorks transportation services.

Proceedings: Ms. Weems submitted *Glenn County Transportation Services, December 1999*, reviewed the bus program, and advised average month ridership is 1,420.

8. **Resolution/Public Works & Development Services**

Also Present: Tom Tinsley, Public Works & Development Services Agency Director  
Gerald DeRoco, Administrative Analyst of Public Works and Development Services Agency

Matter: Recommendation of Public Works and Development Services Agency Director Tom Tinsley to:

- a. Adopt Resolution 99-190 "Authorizing Notice of Completion";
- b. Authorize the Chairman to execute "Notice of Completion"; and

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- c. Authorize the County Clerk-Recorder to record said Notice of Completion. (County Contract 1413)
- Motion/Second: Supervisor Hansen/Supervisor Freeman  
Order: Adopt Resolution 99-190, and approve (b) and (c) as set forth above  
Vote: Unanimous.
9. **Resolution/Sheriff-Coroner**  
Matter: Recommendation of Sheriff-Coroner Bob Shadley to adopt Resolution 99-192 "*Establishing the Sheriff's Civil Automation Trust Fund*" and Resolution 99-191 "*Establishing the Sheriff's Civil Vehicle Fund*".  
Motion/Second: Supervisor Freeman/Supervisor Hansen  
Order: Adopt Resolution 99-191 and Resolution 99-192  
Vote: Unanimous.
10. **Resolution/Personnel**  
Matter: Recommendation of Personnel Director John Greco to:  
a. Adopt Resolution 99-193 "*Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Supervisors County of Glenn*", which provides the credit for the Unused Sick Leave benefit (Government Code § 20965) for employees represented by the Deputy Sheriff's Association;  
b. Introduce Ordinance "*Authorizing an Amendment to the Contract Between the Board of Supervisors of the County of Glenn and the Board of Administration of the California Public Employees' Retirement System*" (Read title of Ordinance, and waive further reading); and  
c. Publicly disclose the change in costs of adoption of said amendment as follows:  
(1) Present Value of Benefits is an increase of \$30,252  
(2) Unfounded Accrued Liability is an increase of \$20,733  
(3) Employee contribution rate is an increase of 0.348%  
d. Direct Clerk of the Board and the Personnel Director to take those actions necessary to amend the contract with CalPERS. (Contingent upon the review and approval of County Counsel)  
Motion/Second: Supervisor Mudd/Supervisor Hansen  
Order: Adopt Resolution 99-193, and approve (b) through (d) as set forth above.  
Vote: Unanimous.
11. **Resolution**  
Matter: Recommendation of County Counsel Norm Herring to adopt Resolution 99-194 "*Approving the Transfer and Assignment by Chambers Cable of Southern Cal., Inc. of the Franchise to Operate a Cable Television System in Glenn County Primarily Located in the Unincorporated Area of Willows*".  
Proceedings: Mr. Herring advised of Resolution 99-195 "*Approving the Transfer and Assignment by Chambers Cable of Southern Cal., Inc. of the Franchise to Operate a Cable Television System in Glenn County Primarily Located in the Unincorporated Area of Orland*" being included in the above matter  
Motion/Second: Supervisor Hansen/Supervisor Harris  
Order: Adopt Resolution 99-194 and Resolution 99-195  
Vote: Unanimous.
12. **Resolution/Public Works & Development Services Agency**  
Matter: Recommendation of Public Works & Development Services Agency Director Tom Tinsley to:  
a. Adopt Resolution 99-196 "*Adopting the Assessments for the Pallasades Subdivision Benefit Assessment District (Benefit Assessment Act of 1982)*"; and  
b. Direct Public Works & Development Services Agency Director to prepare a resolution setting these assessments prior to June 30 of each year following.  
Motion/Second: Supervisor Hansen/Supervisor Freeman  
Order: Adopt Resolution 99-196, and approve (b) as set forth above  
Vote: Unanimous.

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13. **Public Works & Development Services Agency**

Matter: Recommendation of Public Works & Development Services Agency Director Tom Tinsley to execute Third Amendment to Agreement with Fred Satariano for Disaster Recovery Program Services, for term December 31, 1999 to March 31, 2000, \$30 per hour, total amount not to exceed \$810 per week or \$96,930 over the life of the contract. (County Contract 1255)

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

14. **Health Services**

Matter: Recommendation of Health Services Director Mike Cassetta to execute Amendment to Agreement with Manuel M. Soto for maintenance and support services for the computers at Health Services from July 1, 1999 to June 30, 2000, not to exceed \$24,000.00. (County Contract 1537)

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

**9:57 a.m. -- The Chairman Called the Meeting in Recess**

**10:06 a.m. -- The Chairman Called the Meeting to Order**

**10:07 a.m. -- Deputy Clerk Sandra Pergson Re-entered the Meeting**

15. **Building Maintenance & Inspection**

Also Present: Dan Gardner, Building Maintenance & Inspection Director

Matter: Recommendation of Mr. Dan Gardner to approve hiring at Step D, Annette Chavez for Senior Building Inspector pursuant to Administrative Policies and Procedures Manual Section 10.06.06.

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

16. **Public Works & Development Services Agency**

Matter: Recommendation of Public Works and Development Services Agency Chief Deputy Director John Benoit to authorize the Director to execute a contract, and any expenditures, agreements, and amendments, with Quad Knopf to complete an Environmental Impact Report for expansion of the existing landfill, for \$50,725.

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

17. **Public Works & Development Services Agency**

Matter: Recommendation of Public Works and Development Services Agency Chief Deputy Director John Benoit to execute a contract with Glenn Economic Development Corporation for economic development services, from July 1, 1999 to June 30, 2000 for \$39,650.

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

18. **Human Resource Agency**

Also Present: Scott Gruendl, Human Resource Agency Staff Service Manager I

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

- a. Authorize the purchase of desktop telephones and electronic switch from ADTEL Communications, for \$33,975; (Contingent upon the review and approval of County Counsel)
- b. Authorize the Director or his designee to execute all paperwork associated with the purchase of the equipment; and
- c. Authorize the Director or his designee to amend the purchase agreement, subject to County Counsel's review and approval.

Motion/Second: Supervisor Hansen/Supervisor Harris  
Order: Approve matter as set forth in (a), (b), and (c) above  
Vote: Unanimous.

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19. **Human Resource Agency**

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

- a. Authorize the sole purchase of Audio/Video Equipment from Security Systems Supply of Sacramento, for \$8,678 based on the findings set forth therein;
- b. Authorize the Director or his designee to execute all paperwork associated with the purchase of the equipment; and
- c. Authorize the Director or his designee to amend the purchase agreement subject to County Counsel's review and approval.

Motion/Second: Supervisor Freeman/Supervisor Harris  
Order: Approve (a), (b), and (c) as set forth above  
Vote: Unanimous.

20. **Clerk of the Board of Supervisors**

Matter: Recommendation of County Clerk/Assessor Vince Minto to:

- a. Approve quote from Matson and Isom Accountancy Corporation for networking the Board of Supervisors computer systems and connecting to the Fiber Internet feed from Office of Education in the amount of \$1,287.47; and
- b. Approve Transfer of Funds No. 5121 from 09900/Contingency to 03230/Professional Services for \$1,287.47.

Motion/Second: Supervisor Freeman/Supervisor Harris  
Order: Approve (a) and (b) as set forth above  
Vote: Unanimous.

21. **Human Resource Agency**

Also Present: Christine C. Applegate, Human Resource Agency, Social Services Division, Deputy Director  
Annette Nelson, Human Resource Agency Program Manager I

Matter: Recommendation of Ms. Applegate to:

- a. Accept and approve preliminary Assembly Bill 1682 Implementation Plan for Glenn County to establish an employer of record for the county in-home supportive services program; and
- b. Approve submission of plan to California Department of Social Services, and authorize Human Resource Agency Director or his designee to execute plan due by January 1, 2000.

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

22. **Human Resource Agency**

Also Present: Christine C. Applegate, Human Resource Agency, Social Services Division, Deputy Director  
Scott Gruendl, Human Resource Agency Staff Service Manager I  
Betty Skala, Human Resource Agency, Community Action Division, Deputy Director

Matter: Recommendation of Mr. Gaghagen to:

- a. Authorize the Chairman to execute Lease Agreement with Robert D. Parker and Peter Verboom for lease of 13,000 square feet of facility located at 560 East Walker Street, Orland for \$9,750.00 per month for the employment services and welfare reform for a ten year lease with option to renew each year; and
- b. Authorize the Director to amend the agreement contingent upon review and approval by County Counsel.

Motion/Second: Supervisor Freeman/Supervisor Hansen  
Order: Approve (a) and (b) as set forth above  
Vote: Ayes: Supervisors Freeman, Mudd, Hansen, and Bungarz  
Abstain: Supervisor Harris.

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23. **Sheriff-Coroner**

Also Present: Robert Shadley, Sheriff-Coroner  
Mary Beth Stanbery, Sheriff Support Services Supervisor

Matter: Recommendation of Sheriff Shadley to:

- a. Authorize the Sheriff to execute purchase agreement for four workstations, amount not to exceed \$9,000.00 (Contingent upon the review and approval of County Counsel); and
- b. Approve Transfer of Funds No. 5120 from 01010/Salaries and Wages to 7310/Office Equipment for \$5,400.00.

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

24. **Cooperative Extension**

Also Present: Bill Krueger, Director of Cooperative Extension  
Jody Samons, Cooperative Extension Administrative Analyst

Matter: Recommendation of Mr. Krueger to approve Transfer No. 5118 for \$6,765.66, from General Fund Contingency to 7508/07350/Vehicles, to upgrade from a small pickup to full size van for transporting members and equipment of the Glenn County 4-H program.

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

25. **Public Works & Development Services Agency**

Matter: Recommendation of Public Works & Development Services Agency Director Tom Tinsley to approve the Glenn County Waste Management Regional Agency By-laws.

Motion/Second: Supervisor Mudd/Supervisor Harris  
Order: Approve the aforesaid matter  
Vote: Unanimous.

26. **Human Resource Agency**

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to authorize a \$20,000 line item budget, for a Memorandum of Understanding of Health Services and Human Resource Agency Community Action Division, for mentoring services under the California Mentoring Initiative.

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

27. **Human Resource Agency/Probation**

Also Present: Scott Gruendl, Human Resource Agency Staff Service Manager I

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to authorize the Director, or his designee, to execute a Memorandum of Understanding between the Human Resource Agency Social Services Division and Glenn County Probation Department, to provide one Probation Officer II to staff the Probation Office Domestic Violence Unit from October 1, 1999 to June 30, 2001, not to exceed \$100,000.

Proceedings: Mr. Gruendl advised that the Probation Officer II will be housed in the Probation Office

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

28. **Human Resource Agency**

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

- a. Find that use of CalWORKs Incentive Funds for the Willows Literacy Project is consistent with the goal of providing services to CalWORKs clients; and
- b. Authorize the Director, or his designee, to execute a Memorandum of Understanding with the Willows Area Literacy Project that provides Literacy Services for up to 40 CalWORKs clients in the Willows and Orland areas, for \$12,000.

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

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29. **Human Resource Agency**

Also Present: Scott Gruendl, Human Resource Agency Staff Service Manager I  
 Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to authorize the Director, or his designee, to execute an agreement with Images Plus Program of IKON Office Systems, for a photocopy management program, annual cost of \$38,000 with \$1,406 to come from General Fund Contingency. (Contingent upon the review and approval of County Counsel)  
 Proceedings: Mr. Gruendl submitted and reviewed documents *Digital vs. Analog Copiers* and *Xerox vs. IKON Issues*  
 Motion/Second: Supervisor Harris/Supervisor Hansen  
 Order: Approve the aforesaid matter  
 Vote: Unanimous.

30. **Miscellaneous**

Matter: Recommendation of Supervisor Bungarz execute a County-Wide Agreement and letter with the USDA Forest Service for management development training, at a hourly rate of \$112 plus expenses, or daily rate of \$1,000 per day per trainer plus expenses, not to exceed \$10,000.  
 Proceedings: Upon discussion, the Chairman ordered to refer above matter to County Counsel Norm Herring for review with the Joint Powers Authority, for definition of sensing, and to verify the Forest Service is an independent contractor with Liability Insurance coverage, and bring back to the Board.

31. **Artois Fire Protection District**

Matter: a. Accept the resignation of Peter Berens as a member of the Artois Fire Protection District; and  
 b. Notice of Unscheduled Vacancy posted, consider recommendation of Artois Fire Protection District to appoint Patrick Haney to fill the unscheduled vacancy of Peter Berens and serve at the pleasure of the Board of Supervisors.  
 Motion/Second: Supervisor Mudd/Supervisor Freeman  
 Order: Approve the aforesaid matter and issue letter of appreciation to Mr. Berens  
 Vote: Unanimous.

32. **Glenn County Mosquito and Vector Control District**

Matter: Recommendation of the City of Willows to appoint Russell Melquist as the City of Willows representative to the Glenn County Mosquito and Vector Control District's Board of Trustees, for a term from July 1, 1999 to July 1, 2001.  
 Proceedings: Personnel Director John Greco spoke regarding a possible conflict of interest with a Grand Jury Foreman serving on a County District; whereby County Counsel advised that as Grand Jury Foreman, Russell Melquist would not be able to serve as a Trustee for the Glenn County Mosquito and Vector Control District  
 Motion/Second: Supervisor Freeman/Supervisor Hansen  
 Order: Return the above recommendation to the City of Willows, based on incompatible office  
 Vote: Unanimous.

33. **Tri-County Economic Development Corporation**

Matter: Recommendation of the Tri-County Economic Development Corporation to reappoint the following:

Appointee	Area of Representation	Term From	Term To
Tom McGowen	Public Member	June 30, 1999	June 30, 2001
Lora Ceccon	Alternate to Public Member Tom McGowen	June 30, 1999	June 30, 2001
David Vodden	Loan Administrative Board	October 31, 1999	October 31, 2001

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

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34. **Closed Session**

Matter: 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 Glenn County Middle Mangers' Association.

Proceedings: Chairman announced the aforesaid matter

Motion/Second: Chairman direction

Order: Adjourn to Closed Session.

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

\_\_\_\_\_  
DG BUNGARZ, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY:

\_\_\_\_\_  
Sandra Pergson, Deputy Clerk  
Debbie Lambert, Technician

Distribution:	Board Members	HRA - Social Services	Orland Library
	Buildings & Grounds Dept.	Personnel Director	Willows Library
	County Counsel	Recorder	Enterprise-Record
	Finance Director	Resource, Planning &	Glenn-Colusa Newspaper
	Health Services Dept	Development Director	KIQS Radio Station
	HRA - Community Action	Public Works Director	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 Freeman/Supervisor Hansen  
 Order: Approve matters 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.
Cannon Financial Service	24-000332-00	1999/2000	47-B
Freitas Frederick R Jr & Freitas Willynda L J/T Etal	024-33-0-002-9	1999/2000	61-B
Allison, Mel & Alane	0441800190	1999/2000	62-A
Sloniker Frank	07-000091-00	1997/1998	66-B
Selb William & Joyce	15-000020-00	1997/1998	67-A
Cannon Financial Service	24-000332-00	1998/1999	71-B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5114	Resource, Planning & Development	Under budgeted fixed assets request	\$ 2,000.00
5115	Artois Fire District	Fire Truck Replacement	\$ 175,000.00

c. **Dispositions of County Property**

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

Department	Description	Tag #	Disposition
Clerk of the Board	Mini Micro Lan 286 Computer	3539	Sell at Auction
Building Inspector #2200	2 way radio-Motorola FM/ Model #U63MRT-1100A, Serial #BH5578 CC3045, 1980	0001288	Sell at Auction
Building Inspector #2200	T6J091 Motorola 2-way Radio, 1977	0000844	Sell at Auction
Buildings & Grounds #1120	Midland Mobil Radio, Serial #137693, Model #70340B, 1984	0002109	Sell at Auction