

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

Tuesday, March 18, 2003

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 8:30 a.m., with members as follows:

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

1. **Closed Session**

Matter: a. Pursuant to Government Code Section 54956.9 (a), possible conference with Legal Counsel, the Board of Supervisors shall meet in Closed Session to consider appeal filed by the Sacramento Valley Mirror.
b. 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, Glenn County Mid Managers Association, the General Unit (UPEC Local 792), and the Peace Officer's Association.

Proceedings: a. The Chairman announced the aforesaid matters;
b. Later this date as a result of Closed Session the Chairman announced that the Board would be continuing their Closed Session on Labor Negotiations later this date; and
c. Later this date as a result of Closed Session, the Chairman asked that County Counsel announce issue regarding the Valley Mirror; whereupon County Counsel announced that the appeal filed in this matter was denied and she would be writing a letter to the Administrative Office of the Courts asking that they share in costs associated with this lawsuit, and also refunding money that has already been expended in this matter.

Motion/Second: Chairman direction
Order: Adjourn to Closed Session.

THE PLEDGE OF ALLEGIANCE WAS RECITED

2. **Minutes**

Matter: Approve the Minutes of March 4, 2003.
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Approve the aforesaid Minutes
Vote: Unanimous by members present.

3. **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. Supervisor Bungarz having earlier submitted two letters, the first letter regarding Critical Habitat Designation in Glenn County and the second letter regarding reduced funding for Drug Courts Nationwide, advised that these letters would be sent and ratified at the next regular meeting.
c. Dan Berry, Golden State Risk Management Assistant Manager, submitted a flier and spoke regarding web site training for safety training which can help save on travel costs; also spoke on the health plan that was proposed through Regional Council of Rural Counties and California State Association of Counties, Excess Insurance Agency (CSAC-EIA) advised that they have not taken any action on this matter, and that CSAC-EIA would not pursue this if there is not enough participation.

4. **Consent Calendar**

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

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5. **Glenn County Mosquito & Vector Control District/City of Orland**

- Also Present: Rick Ramsey, Glenn County Mosquito & Vector Control District
Jack Cavier, Glenn County Mosquito & Vector Control District
- Matter: Pursuant to Minute Order 5 of December 17, 2002, consider response of the Orland City Council to pay ½ the cost up to \$2,250.00 for Mosquito-Borne Disease Surveillance Program for the Orland Area for 2003, consider letter from Health Services Director Mike Cassetta supporting a Mosquito District in the North Section of the County, and determine funding for County's half and billing process.
- Proceedings: a. Discussion was held regarding the funding for this matter, whereby Mike Cassetta stated he would put this in his budget for next fiscal year, but would need to work with Director of Finance for funding this fiscal year; and
b. Director of Finance Don Santoro stated that it would be appropriate for money to be used from Contingency for this purpose.
- Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Authorize expenditure of half the cost, and if Health Services Director Mike Cassetta can't fund this fiscal year, authorize money from Contingency.
- Vote: Unanimous by members present.

**9:56 a.m. – The Chairman Called the Meeting in Recess
Deputy Clerk Debbie Lambert Entered the Meeting
Deputy Clerk Sandra Pergson Left the Meeting
10:05 a.m. – The Chairman Called the Meeting to Order**

6. **Public Hearing**

- Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, Resolution 2003-15 "*Acknowledging the Intention to Grant An Electric Franchise*", and Resolution 2003-16 "*Acknowledging the Intention to Grant a Gas Franchise*", hold Public Hearing to consider:
- a. Written or oral protests against the granting of said franchise; and
b. Continue Public Hearing to April 1, 2003 to allow research regarding transmission lines.
- Proceedings: a. Supervisor Freeman identified his conflict of interest to the Clerk and went into the audience;
b. The Chairman opened the aforesaid matter for public hearing;
c. County Counsel Belinda Blacketer reviewed the aforesaid matter;
d. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments; and
e. On motion of Supervisor McGowan, seconded by Supervisor Sprague, it was unanimously ordered to continue Public Hearing to April 1, 2003 by the following vote:
Ayes: Supervisors McGowan, Sprague, and Bungarz
Absent: Supervisors Freeman and Hansen

7. **Department of Finance**

- Also Present: Don Santoro, Director of Finance
- Matter: Mr. Santoro will present an explanation of Countywide Cost Allocation Plan (A-87).
- Proceedings: a. Mr. Santoro advised that the A-87 Plan is designed to reimburse all costs of Federal Programs operated by State and Local Governments, and reviewed what the Plan accomplishes, how different services are allocated, how A-87 is used, why there is a two year lag in the Plan and defined roll forwards;
b. Chief Probation Officer Linda Shelton advised that she would like a breakdown of the A-87 charges, and that she feels she has no control over what her Department's A-87 charge will be; and
c. The Chairman Directed Mr. Santoro to give the aforesaid presentation at the next Management Team Meeting.

10:38 a.m. – Supervisor Freeman Left the Meeting

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8. Planning Department

Also Present: Vince Minto, Planning Administrator
Christy Leighton, Principal Planner

Matter: Pursuant to Minute Order 6 of March 4, 2003:

- a. Continued request of Jim & Gail Flower of J&S Transportation, LLC. To waive fees for rezoning of property owned at 992 N. Tehama Street, Willows, for building a shop and office on the property; and
- b. Consider request of Mr. Minto to waive fees for the General Plan Amendment and Zone Change with findings as set forth therein.

Proceedings: a. County Counsel Belinda Blacketer recommended the County initiate the General Plan Amendment and Zone Change rather than waiving fees, and advised that Resolution 96-12 qualifications for fee waivers is too subjective;

10:42 a.m. – Supervisor Freeman Entered the Meeting

- b. On motion of Supervisor Sprague, seconded by Supervisor Freeman, it was unanimously ordered by members present to do a General Plan Amendment and rezone Parcels 42, 43, and 4, from Residential Estate, five acre minimum parcel to Industrial, if all owners are in agreement; and
- c. The Chairman Directed that County Counsel work with Planning to rewrite Resolution 96-12, using more objective language.

9. Health Services Agency/Resolution

Also Present: Mike Cassetta, Health Services Director
Kathy Montero, Health Services

Matter: Recommendation of Mr. Cassetta to adopt Resolution 2003-33 *“Amending The Position Allocation List for the Glenn County Health Services Agency Implementing Changes Authorized by the Board of Supervisors in Minute Order #9, December 17, 2002”* with additions as follows:

1.0 Full Time Employee	3.0 Full Time Employee	2.0 Full Time Employee	2.0 Full Time Employee
Senior Secretary	Health Services Program Coordinator	Senior Mental Health Counselor II	Office Technician II

Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Adopt Resolution 2003-33
Vote: Unanimous by members present.

**10:58 a.m. – The Chairman Called the Meeting in Recess
11:06 a.m. – The Chairman Called the Meeting to Order**

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF EQUALIZATION

10. Equalization, Board of

Matter: Hold hearing on the following Assessment Appeal Applications:

Application No.	Name	Parcel No.
2002-01	Dynegy Connect	12-000754-00
2002-02 through 04	Key Production	054-21-0-049-0 054-05-0-006-0 054-21-0-047-0
2002-05 through 06	Royale Energy	054-02-0-040-0 054-18-0-045-0 054-18-0-046-0

Proceedings: Earlier this date, the Assessor submitted a memo requesting the aforesaid appeal hearings be rescheduled for May 13, 2003.

Motion/Second: Supervisor Bungarz/Supervisor Sprague
Order: Reschedule the aforesaid Assessment Appeal Hearings to May 20, 2003
Vote: Unanimous by members present.

THE CHAIRMAN ADJOURN TO THE GLENN COUNTY BOARD OF SUPERVISORS

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11. **Health Services Agency**
Matter: Recommendation of Health Services Director Mike Cassetta to authorize Director, or his designee, to execute Agreement with D&D Vending for installation of a Refreshment Center at the Glenn County Health Services Building Break Room with three cents of each purchase to be reimbursed to Health Services monthly for use of the electricity.
Motion/Second: Supervisor Sprague/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous by members present.
12. **Health Services Agency**
Matter: Recommendation of Health Services Director Mike Cassetta to authorize Director, or his designee, to execute leases with Dell Marketing LP for computer equipment for \$35,000.00 for fiscal year 2002/2003.
Motion/Second: Supervisor McGowan/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous by members present.
13. **Health Insurance Portability and Accounting Act (HIPPA)**
Matter: Pursuant to Minute Order 9 of October 1, 2002, consider response from Health Services Agency Director Mike Cassetta regarding the Health Insurance Portability and Accounting Act (HIPPA) Position funding.
Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.
14. **Area Agency on Aging, Planning & Service Area 3**
Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to appoint Adult Services Social Worker Nancy "Nan" J. Simpler to represent the Glenn County Board of Supervisors on the Area Agency on Aging, Planning & Service Area 3.
Proceedings: Mr. Gaghagen recommended appointing Ms. Simpler as an alternate
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Appoint Ms. Simpler as an alternate for Supervisor McGowan, to serve at the pleasure of the Board
Vote: Unanimous by members present.
15. **Miscellaneous**
Matter: Action letter from Safety BeltSafe U.S.A. requesting the following:
a. Adopt a Resolution for Safety Seat Checkup Week March 30 to April 5, 2003;
b. Encourage increased enforcement to expand the percentage of citations issued for violations of child safety seat and safety belt laws during Special Enforcement Week (March 23 to 29); and
c. Distribute posters and pamphlets, available from Safety/BeltSafe U.S.A. through county agencies and employees. Put up our permanent "Buckle-UP" parking lot signs.
Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Adopt Resolution 2003-34 "Declaring March 30 to April 5, 2003 as Safety Seat Checkup Week"
Vote: Unanimous by members present.
16. **Miscellaneous**
Matter: Reviewed the following items with no action taken:
a. Notice from Health Services Director Mike Cassetta with his Agency Mission dated January 2003.
b. Report from Department of Water Resources submitting their Community Visit Report from December 4, 2002 with Glenn County, pertaining to floodplain management.
c. Report from Agricultural Commissioner Ed Romano advising that the next Technical Advisory Committee Meeting for the Water Advisory Committee will be held March 25, 2003, 1:30 p.m. at the Glenn County Department of Agriculture Conference Room. (Date subject to change)

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- d. Proposition 65 Notification from Health Services Director Mike Cassetta, required of the California Health and Safety Code Section 25180.07, reporting the threatened release of an unknown amount of chemicals associated with the manufacturing of methamphetamine at 6792 County Road 39, Glenn, California on February 6, 2003.
- e. Proposition 65 Notification from Health Services Director Mike Cassetta, required of the California Health and Safety Code Section 25180.07, reporting the release of an unknown amount of chemical waste consistent with the manufacture of methamphetamine at County Road 15, west of I-5 on Assessors Parcel Number 024-360-008 on March 2, 2003.

DG BUNGARZ, 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"

4. **Consent Calendar**

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

a. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5200	Human Resource Agency/Community Action Division	Appropriates interest into the line item budget & realigns line items to actual expenditures for the close of the grant (CAL LIHEAP)	\$ 122.44
5205	Human Resource Agency/Community Action Division	Increases the budget to the actual allotment (Work Force Investment Act)	\$ 5,000.00
5206	Human Resource Agency/Community Action Division	Increases the budget to the actual allotment (Work Force Investment Act)	\$ 60,000.00
5207	Human Resource Agency/Community Action Division	Decreases the budget to the actual allotment (Work Force Investment Act)	\$ 92,309.00
5208	Human Resource Agency/Community Action Division	Increases the budget to the actual allotment (Work Force Investment Act)	\$ 11,147.00
5209	Human Resource Agency/Community Action Division	Decreases the budget to the actual allotment	\$ 24,065.00
5211	Jail	To correct Transfer 5158 which was to augment cuts to Professional Services. Transfer was requested in reverse of needed funds	\$ 170,000.00
5212	Health Services Agency	To use prior years realignment funds to augment funding for California Children's Services Diagnosis, Treatment and Therapy Program	\$ 44,635.00
5217	County Counsel	Appropriate revenue from Health Services to cover salary and benefits for the Health Insurance Portability and Accounting Act (HIPPA) position	\$ 42,741.00

b. **Disposition of County Property**

Approved the following Disposition of County Property from Various Departments:

Department	Description	Tag #	Disposition
Department of Finance	Project Lease Agreement/ Contract No. 392 (Hamilton City Firehouse) has been satisfied	4083	All right, title & interest of County will be transferred to Hamilton City Fire District

c. **Resolution/J Levee**

Upon the recommendation of County Counsel Belinda Blacketer:

- (1) Reviewed the need for the Declaration of a threatened emergency at the "J" Levee at Hamilton City; and
- (2) Reaffirmed adoption of Declaration, Resolution 2002-92, in accordance with Government Code 8630(c)(1).

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- d. **Resolution/Administrative Manual**
Upon the recommendation of Assistant Clerk of the Board Sandy Kennedy, adopted Resolution 2003-31 "Amending Provisions of the Appendix to Title 8 of the Glenn County Administrative Manual Relating to Conflict of Interest", which adds the *Public Works Program Manager Position*.
- e. **Resolution/Public Works**
Upon the recommendation of Public Works Director Doug Holvik, adopted Resolution 2003-32 "Authorizing Local Government Beverage Container Recycling and Litter Reduction Grants" which authorizes the Director to execute and submit any and all necessary grant applications, contracts, payment requests, agreements and amendments hereto to secure grant funds to implement and carry out the purposes specified in the Beverage Container Recycling and Litter Reduction Program and authorize the Director of Finance Don Santoro to set up separate accounting to track revenue, expenditures and interest accrued for reporting purposes.
- f. **Health Services Agency**
Upon the recommendation of Health Services Agency Director Mike Cassetta, executed *Amendment to the Agreement with New Visions Computers Fiscal Year 2002/2003* which increases the cost not to exceed amount to \$85,000. (County Contract 1664)
- g. **Health Services Agency**
Upon the recommendation of Health Services Agency Director Mike Cassetta, executed *Standard Agreement for Local Public Health Services Program Fiscal Years (FY) Beginning July 1, 2002 and Ending June 30, 2005*. (County Contract 575)
- h. **Regional Council of Rural Counties**
Upon the recommendation of Supervisor Denny Bungarz, authorized the expenditure of up to \$250.00 for a gift basket of commodities that represents Glenn County for the Regional Council of Rural Counties Annual Conference in May 2002, with funding to come from the Glenn County Assessor's budget.
- i. **Miscellaneous**
Pursuant to Minute Order 2 (b) of March 4, 2003, ratified letter to Jack Blackwell, Regional Forester "Urging Flexibility in Fuels Reduction Treatments in the Sierra-Nevada Framework Areas".
- j. **Human Resource Agency**
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the following line item budget for dislocated worker services:

Department	Service Account	Department Name	Budget Amount
Community Action	04999257	WIA-STARRS I	\$160,000.00

- k. **Human Resource Agency**
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the following line item budget:

Department	Service Account	Department Name	Budget Amount
Community Action	04999526	Family Self Sufficiency	\$27,392.00