

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

Tuesday, April 1, 2003

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:03 a.m., with members as follows:

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

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. **Closed Session**

Matter: 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.
Proceedings: The Chairman announced the aforesaid matter would not be heard.

2. **Minutes**

Matter: Approve Minutes of March 11 and March 18, 2003, with correction to Minute Order 1 (c) of March 18, 2003 to read as follows:
The Glenn County Superior Court appeal filed in this matter was denied.....
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Approve the aforesaid Minutes
Vote: Unanimous.

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. **Colusa Basin Drainage District**
Also Present: Anjanette Martin, Colusa Basin Drainage District Manager
Matter: Pursuant to e-mail received and recommendation of Mrs. Martin, consider letter of support to local legislatures for the Colusa Basin Integrated Resources Management Plan, which requests \$400,000 from the Bureau of Reclamation Budget for groundwater recharge in Wilson & Wilson Creek, with deadline for Federal Appropriation request being April 4, 2003; whereupon, on motion of Supervisor McGowan, seconded by Supervisor Hansen, it was unanimously ordered to find that this matter arose after the posting of the agenda, and to add matter to agenda for the well being of the County, and on motion of Supervisor Hansen, seconded by Supervisor Sprague, it was unanimously ordered to execute letter of support to local legislative representatives for the Colusa Basin Integrated Resources Management Plan.
c. Supervisor Sprague submitted a sample Resolution that supports President George W. Bush and the United States Armed Forces and asked that it be put on the April 15, 2003 Agenda for adoption.
d. Supervisor Bungarz advised that the Courts gave notice that they would no longer contract with the county for Account Payable and Payroll Services, and would continue to contract for Personnel and Janitorial Services; also advised that a letter was sent to the Administrative Office of the Courts requesting reimbursement of \$57,000 for the Sacramento Valley Mirror lawsuit.

4. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".
Proceedings: Upon the recommendation of Supervisor Sprague, item 4 (i) 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".

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5. **Glenn Economic Development Corporation**

Matter: Reappoint Glenn Economic Development Corporation Appointees as follows:
(1) Public Works Director, for term 1/1/2003 to 1/1/2007; and
(2) Joni Samples for term 1/1/2003 to 1/1/2007.
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

6. **Service Pins/Health Services Agency**

Also Present: Yolanda Ramirez, Health Services Agency Case Manager II
Matter: Present County Service Pin to Ms. Ramirez in recognition of her 10 years of service with the County of Glenn.
Present: The Chairman presented Service Pin to Ms. Ramirez.

7. **Buildings & Grounds**

Also Present: Shannon Gammon, Lamb Derby Committee
Su Ceccon, Lamb Derby Committee
Matter: Request of the Lamb Derby Committee to approve a reduction of Memorial Hall rent for Lamb Derby or to share in the cost of a new spot light.
Proceedings: Ms. Ceccon reviewed the aforesaid matter
Motion/Second: Chairman Direction
Order: Refer matter to Buildings & Grounds to look into different funding options.

The Chairman Adjourned to a Meeting of the Glenn County Board of Equalization

8. **Equalization, Board of**

Matter: Recommendation of Assessor Vince Minto to accept the following 2002-03 Assessment Appeal Application Numbers 2003-23 through 29 for ATS/PCS LLC. for the following Parcel Numbers, and schedule a hearing date for June 17, 2003:

924-110-010-0	914-150-018-0	917-020-002-0	944-050-003-0
937-080-004-0	924-270-017-9	919-090-003-9	

Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Accept 2002-03 Assessment Appeal Application Numbers 2003-23 through 29 and schedule hearing date for June 17, 2003
Vote: Unanimous.

The Chairman Adjourned to a Meeting of the Glenn County Board of Supervisors

9. **Resolution/HIPAA**

Matter: Recommendation of County Counsel Belinda Blacketer to adopt Resolution 2003-36 "Adopting Glenn County's Health Insurance Portability and Accountability Act (HIPAA) Compliance Plan".
Motion/Second: Supervisor Freeman/Supervisor Hansen
Order: Adopt Resolution 2003-36
Vote: Unanimous.

10. **Public Works**

Also Present: Doug Holvik, Public Works Director
Matter: Recommendation of Public Works Director Doug Holvik to approve Transfer of Funds No. 5231 for \$5,555.00 from Contingency, to meet matching Cal Trans Aeronautics State Funds of \$46,555, as approved per Minute Order 18 of November 21, 2000.
Proceedings: Mr. Holvik reviewed the aforesaid matter
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve Transfer of Funds No. 5231
Vote: Unanimous.

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11. **Public Works Agency**

Also Present: Doug Holvik, Public Works Director
 Matter: Recommendation of Public Works Director Doug Holvik to authorize Mr. Holvik to execute First Amendment to Contract/Agreement No. 2074 for Environmental Water Monitoring Services with *Greg Haling d.b.a. Haling & Associates*, cost not to exceed \$3,300.
 Proceedings: Mr. Holvik reviewed the aforesaid matter
 Motion/Second: Supervisor Freeman/Supervisor Sprague
 Order: Approve the aforesaid matter
 Vote: Unanimous.

**9:55 a.m. -- The Chairman Called the Meeting in Recess
10:02 a.m. -- The Chairman Called the Meeting to Order**

12. **Sheriff-Coroner**

Also Present: Bob Shadley, Sheriff-Coroner
 Ed Anderson, Sheriff's Sergeant
 Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold bid opening and consider award for the purchase of Portable and Mobile Radios for the Glenn County Office of Emergency Services Operational Area.
 Proceedings: a. Sergeant Anderson opened and read aloud the following bids:

VENDER	BID AMOUNT
Day Wireless Systems	\$60,731.19
Day Wireless Systems for HT1550	\$44,904.58
Valley Industrial Communications, Inc.	\$52,593.47
Sutter Buttes Communication, Inc.	\$56,901.52

- b. Sheriff Shadley introduced Kenneth Smith and Nellie Lee Barber from the Office of Emergency Services;
 c. On motion of Supervisor Hansen, seconded by Supervisor Sprague, it was unanimously ordered to refer matter to the Sheriff to bring recommendation to the Board April 15, 2003 at 10:00 a.m.

13. **Glenn Medical Center**

Matter: Recommendation of Supervisor Bungarz and Supervisor Hansen to execute Agreement with Clark, Lowry & Koortbojian to monitor financial responsibilities of Glenn Medical Center (Enloe/William J. Casey, Inc.), cost of \$150.00 per hour.
 Proceedings: a. On motion of Supervisor Freeman, seconded by Supervisor Sprague, it was unanimously ordered to approve the aforesaid matter as presented; and
 b. The Chairman directed Director of Finance Don Santoro and County Counsel Belinda Blacketer to bring recommendation for funding to the Board April 15, 2003.

14. **Sheriff-Coroner**

Also Present: Bob Shadley, Sheriff-Coroner
 Ed Anderson, Sheriff's Sergeant
 Linda Shelton, Chief Probation Officer
 Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold bid opening and consider award for medical services for the inmates of the Glenn County Adult and Juvenile Detention Facilities.
 Proceedings: a. Earlier this date, Supervisor Bungarz introduced Joe Mitchell, Administrator for Glenn Medical Center;
 b. Sergeant Anderson opened and read aloud the following bids:

VENDER	BID AMOUNT
California Forensic Medical Group, Inc.	\$373,836.00, with \$2.92 per diem charge for an excess of 115 and exceptions
Glenn Medical Center	\$334,000, with savings realized between \$255,000 and \$334,000 to be shared equally between the County and Glenn Medical Center

- c. It was the General Consensus of the Board to refer matter to the Sheriff to bring recommendation to the Board May 6, 2003 at 10:30 a.m.

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15. **Human Resource Agency**

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

- a. Approve Purchase Agreement with Dell Marketing LP for purchase of computer workstations and software licenses, cost not to exceed \$160,000. (No General Fund impact)
- b. Authorize the Director, or his designee, to execute the Agreement contingent upon review and approval to form of County Counsel; and
- c. Authorize the Director, or his designee, to modify or amend the Agreement contingent upon the review and approval of County Counsel.

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

16. **Health Services Agency**

Matter: Recommendation of Health Services Agency Director Mike Cassetta to authorize Mr. Cassetta, or his designee, to execute purchase quote of *ATS Communications, Inc* for telephone equipment for Willows Health Services Offices, cost not to exceed \$8,101.91. (No General Fund impact)

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

17. **Resolution**

Matter: Recommendation of Supervisor Bungarz to:

- a. Adopt Resolution 2003-37 "*Establishing Service Authority for Abandoned Vehicle Abatement*"; and
- b. Execute letters to the Cities of Willows and Orland requesting that they adopt resolutions requesting an Abandoned Vehicle Abatement (AVA) Program in Glenn County and recommend members from their City to serve on the AVA Authority.

Proceedings: a. Supervisor Freeman advised that the County may have met the \$5.00 limit for \$1.00 vehicle registration fees imposed; and
b. Jose Puentes, Hamilton City citizen, spoke in support of the aforesaid matter.

Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Adopt Resolution 2003-37 and approve (b) listed in matter above
Vote: Ayes: Supervisors Bungarz, Hansen, and McGowan
Noes: Supervisors Freeman and Sprague

**10:38 a.m. -- Deputy Clerk Sandra Pergson Entered the Meeting and
Deputy Clerk Debbie Lambert Left the Meeting**

18. **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 continued Public Hearing to consider written or oral protests against the granting of said franchises.

Proceedings: Pursuant to earlier request of County Counsel Belinda Blacketer, to continue this public hearing; on motion of Supervisor Sprague, seconded by Supervisor Hansen, it was ordered by the following vote to continue public hearing to April 15, 2003 at 10:45 a.m.:

Ayes: Supervisors Sprague, Hansen, McGowan, and Bungarz
Abstain: Supervisor Freeman.

19. **Orland Cemetery District**

Matter: Pursuant to letter from Orland Cemetery District, consider waiving any county fees required to construct a new 30'x50' steel storage building, estimated Building Inspection Department Permit fee \$440.99.

Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve the aforesaid matter and further evaluate waiving only administrative fees, and make a recommendation back to the Board
Vote: Unanimous.

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20. **Air Pollution Control**

Also Present: Ben Myhre, Air Pollution Specialist
Candis Woods, Administrative Services Officer

Matter: Recommendation of Air Pollution Control Officer Ed Romano to approve participation in the Carl Moyer Program, for diesel engines replacement, total Grant awarded \$100,000.

Motion/Second: Supervisor McGowan/Supervisor Sprague

Order: Approve the aforesaid matter as long as there are no local match funds

Vote: Unanimous.

The Chairman Adjourned to a Meeting of the Glenn County Air Pollution Control District

21. **Air Pollution Control District**

Also Present: Ben Myhre, Air Pollution Specialist
Bill Duckworth, Assistant Agricultural Commissioner

Matter: Recommendation of Air Pollution Control Officer Ed Romano to direct the Air Pollution Control District to implement the State Residential Waste Burning Air Toxic Control Measure, which places a ban on burning residential waste in burn barrels, effective January 1, 2004.

Proceedings: a. Mr. Duckworth reviewed the aforesaid matter and reviewed map showing burn areas; and
b. Alan Schauer, Willows resident, spoke opposed to regulations

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Air Pollution Control District to look at areas presently listed as high density, take action on low density areas, and consult with fire chiefs

Vote: Unanimous.

The Chairman Adjourned to a Meeting of the Glenn County Board of Supervisors

22. **Office of Education**

Also Present: Joni Samples, Superintendent of Schools
Belinda Blacketer, County Counsel

Matter: Hold discussion regarding the fiscal independence of the Office of Education from the County and consider the following:

a. Adopt Resolution 2003-38 *“Adopting a Memorandum of Understanding Between Glenn County Office of Education, County Superintendent of Schools, Board of Education, and County of Glenn;”*

b. Approve and execute *Memorandum of Understanding Between Glenn County Office of Education, County Superintendent of Schools, Board of Education, and County of Glenn; and*

c. Authorize the Chairman to execute documents relating to any loans or transfers concerning County property on Villa Street, Willows, upon consultation with County Counsel.

Proceedings: a. Supervisor Sprague left the meeting during this matter, so there would be no appearance of a conflict of interest;
b. Discussion was held, and afterwards recommended to remove from the Memorandum of Understanding 9 (a) stating *“Office of Educations”* and to include consultation with *“Department of Finance”* in (c) above.

Motion/Second: Supervisor McGowan/Supervisor Freeman

Order: Adopt Resolution 2003-38 and approve (b) and (c) as set forth above with changes as stated in (b) above

Vote: Ayes: Supervisors McGowan, Freeman, Hansen, and Bungarz
Absent: Supervisor Sprague.

23. **Miscellaneous**

Matter: Reviewed the following items with no action taken:

a. Notice from Public Works Director Doug Holvik advising that there are not enough grant funds available to install the Colusa Street portion of the North Willows Curb & Gutter Improvement Project.

b. Public Input Meeting Invitation for the Comprehensive Management Plan for Sacramento River Wildlife Area, to be held April 1, 2003, 7:00 p.m., at the Chico Masonic Family Center and April 3, 2003, 7:00 p.m. at the Colusa Industrial Properties meeting room.

c. Auditor's Cash Report for month ending April 28, 2003.

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- d. Notice of Technical Advisory Committee Meetings to be held April 3, 2003 and April 17, 2003, 9:00 a.m., at the Board of Supervisors Chambers and the Planning Commission Meeting to be held April 16, 2003, 9:00 a.m. at the Board of Supervisors Chambers.
- e. Notice of Water Advisory Committee Meeting to be held April 8, 2003, 7:00 p.m., at the Glenn County Irrigation District Office.

24. **Cooperative Extension**

Also Present: Barbara Reed, Cooperative Extension Director
Matter: Recommendation of Ms. Reed to consider closure of the Cooperative Extension for a period of up to two hours per day including the lunch hour, to process work requests and carry out normal administrative tasks without interruption, due to budget reduction requests and loss of secretarial support staff.
Proceedings: Ms. Reed reviewed the aforesaid matter and stated that they are pursuing a new voice mail system that would direct calls appropriately, and that hours closed would be based on their least busy time
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

25. **Resolution/Human Resource Agency**

Also Present: Kim Gaghagen, Human Resource Agency Director
Matter: Recommendation of Board of Supervisors to adopt Resolution 2003-39 "Directing the HRA Director to Assume Temporary Countywide Administrative Responsibilities with Concurrent Temporary Increase in Salary of Approximately 10%", which delineates the following:
a. Delay the implementation of the proposed County Administrative Officer (CAO) Position until state and federal funding uncertainties are resolved and analysis of the impacts on the County is completed;
b. Direct the Human Resource Agency (HRA) Director to assume responsibility for temporary additional countywide administrative duties outlined in item 1 through 3 in the Summary & Impact Section of this Agenda Item Transmittal document;
c. Authorize a 10% salary adjustment to the HRA Director during the assignment of these temporary additional countywide responsibilities;
d. Authorize Commensurate temporary salary adjustments to the HRA Deputy Director Positions in recognition of their temporary additional responsibilities (Deputy Director position salaries are determined as a percentage of the Directors salary);
e. Authorize a temporary 10% salary adjustment to the Director's Administrative Assistant in recognition of the position's temporary additional responsibilities; and
f. Find that this temporary approach is feasible and can be funded with existing resources if it is limited to no more than 20% of the HRA Director's time and consideration is given to those positions within the HRA that would be affected by the additional responsibilities stated above are approved.
(No General Fund impact)
Proceedings: a. Supervisor Bungarz stated for the record that no decision was made in Closed Session on this matter.
b. Supervisor Hansen expressed concerns regarding the future of the CAO position, and expressed confidence in Mr. Gaghagen's ability to perform the job;
c. Mr. Gaghagen stated for the record that he fully supports a CAO for Glenn County, and that he is not the CAO, he is the Human Resource Agency Director and will provide Administrative duties as assigned by the Board of Supervisors.
Motion/Second: Supervisor Sprague/Supervisor Freeman
Order: Adopt Resolution 2003-39 and approve matters as set forth above
Vote: Ayes: Supervisors Sprague, Freeman, McGowan, and Bungarz
Noes: Supervisor Hansen.

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26. **Proclamation/Probation**

Also Present: Karen Dexter, Supervising Probation Officer
 Matter: Proclaim and present Proclamation "Proclaiming April 2003 as Mediation Month" to Karen Dexter of Glenn Probation Department.
 Proceedings: a. The Chairman read aloud and presented Proclamation to Karen Dexter; and
 b. Mrs. Dexter reviewed the mediation process
 Motion/Second: Supervisor Hansen/Supervisor McGowan
 Order: Proclaim April 2003 as Mediation Month
 Vote: Unanimous.

27. **Board of Supervisors/Budget**

Also Present: Don Santoro, Director of Finance
 Matter: Recommendation of Supervisor Hansen to hold continued discussion for possible action regarding Budget reduction.
 Proceedings: Mr. Santoro submitted and reviewed Employees recommendations to reduce budget deficits, and discussion was held regarding concerns with the Williamson Act and the Vehicle License Fee (VLF) Public Hearings being cancelled, which would not allow public input to speak against losing funding for these two programs. There was no action taken on this matter.

28. **William Reimers**

Matter: Chairman Bungarz requested that the Board of Supervisors adjourn today's meeting in memory of William Reimers who recently passed away
 Proceedings: The Chairman ordered that this meeting be adjourned in memory of William Reimers, a former Glenn County Supervisor from 1960 to 1968 and former President of the Westside Canal Association, which brought the Tehama-Colusa Canal to this area.

DG BUNGARZ, 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"

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.

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.
Westermann Farms Gen Ptrshp	032-23-0-007-9	2002/2003	178B
Westermann Farms Gen Ptrshp	032-23-0-007-9	2001/2002	554B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5214	Human Resource Agency/Community Action Division	To appropriate carryover funds and realigns line items to actual and anticipated expenditures – Work Force Investment Act (WIA) – Youth	\$ 28,568.00
5215	Human Resource Agency/Community Action Division	To appropriate carryover funds and realigns line items to actual and anticipated expenditures – Work Force Investment Act (WIA) – Adult Program	\$ 83,408.00
5216	Human Resource Agency/Community Action Division	To appropriate carryover funds and realigns line items to actual and anticipated expenditures – Work Force Investment Act (WIA) – Dislocated Worker	\$ 95,382.00
5218	Mental Health	To allocate revenue and Expenditures associated with the Federal Substance Abuse & Mental Health Services Administration (SAMHSA) Grant	\$ 245,633.00
5219	Probation	Appropriate remaining funds from previous years and transfer \$999.00 from Fixed Assets to Services and Supplies	\$ 37,174.06
5222	Probation	Appropriate additional funds from the Office of Criminal Justice Planning to the Serious Habitual Offender Grant	\$ 13,475.00
5225	Public Health	To adjust estimated budget to actual	\$ 7,000.00
5226	Maternal and Child Health	To adjust estimated budget to actual	\$ 7,000.00
5232	Clerk-Recorder	To cover purchase of Banknote Paper	\$ 731.00
5233	In-House Projects (01011121)	To enhance security for staff at the District Attorney's office	\$ 7,500.00

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**
Upon the recommendation of the Board of Supervisors, adopted Resolution 2003-35 "*Honoring, Congratulating, and Thanking Dr. Sandra C. Acebo*".
- e. **Proclamation/Human Resource Agency**
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, Proclaimed *April 6-12, 2003 as National Crime Victims' Rights Week "Victims Rights: Fulfill the Promise"*.
- f. **Health Services Agency**
Upon the recommendation of Health Services Agency Director Mike Cassetta, executed *Amendment to Agreement with ECHO Consulting Services of California, Inc. Fiscal Year 2002/2003*, which increases the amount of the agreement by \$10,000, to cover cost of communications and User Group meetings. (No General Fund impact)
- g. **Child Support Services**
Upon the recommendation of Child Support Services Director Mike Murray, authorized Mr. Murray to execute Addendum to Contract for Special Services for Outside Vending for Mailing with *Print N Mail, Inc.*, allowing for payment of Child Support through Print N Mail web site.
- h. **Sacramento River Conservation Area Forum**
Clarified that Sacramento River Conservation Area Forum (SB 1086) Appointee Jerry Southam, representing Alternate Landowner's Representative, term will be to June 20, 2003.
- i. **Department of Finance/Health Services Agency**
Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment of invoice for Health Services Agency to Woodland Memorial for services over one year old due to late billing.