

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

**Tuesday, May 20, 2003**

The Chairman called a duly noticed informal meeting of the Board of Supervisors and the Management Team to order at 8:18 a.m., in the Board of Supervisors Conference Room at 526 West Sycamore Street, Willows, with Board members as follows:

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

Also Present: Belinda Blacketer, County Counsel  
Sandy Kennedy, Assistant Clerk of the Board

1. **Management Council/Supervisors**

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

- Proceedings:
- a. Supervisor Bungarz announced that the Glenn Medical Center Administrator Joe Mitchell had been killed in an auto accident on Friday, May 16, 2003 and advised that Bill Casey will act as Interim Administrator until a replacement is hired; whereby discussion was held regarding the recently approved contract between Glenn Medical Center and the Sheriff for medical services for the jail; and
  - b. Director of Finance Don Santoro advised that he has a contract between Glenn County and Shasta County, which will designate Shasta County to handle Glenn County's court-ordered collections, and that he would like to place the matter on today's agenda for Board approval; and
  - c. Dan Berry from Golden State Risk Management Authority advised of the following upcoming training sessions:
    - (1) Injury Prevention and OSHA Essentials for Supervisors and Safety Coordinators, on May 28, 2003 in Sacramento, and advised that GSRMA will pay County employees mileage; and
    - (2) Verbal Judo on May 21, 2003 at the Elks Lodge, at no charge.
  - d. Public Works Director Doug Holvik spoke regarding the status of the Willows Airport project;
  - e. Human Resource Director Kim Gaghagen advised that he is in negotiations with Tehama County relating to In-Home Supportive Services;
  - f. County Counsel Belinda Blacketer advised that she received a letter from the Third Appellate Court regarding the Crews Case, and if there is no request for oral argument, the case should be settled within a few weeks;
  - g. Mr. Gaghagen advised of his attendance at the County Administrative Officers Association meeting, whereby discussion was held on various impacts on all County's due to the State's budget; and
  - h. The Chairman adjourned the meeting at 8:55 a.m.

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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, McGowan, Sprague and Bungarz (Chairman)

Also Present: Belinda Blacketer, County Counsel  
Debbie Lambert, Deputy Clerk

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

- Matter:
- a. Approve Minutes of May 6, 2003.
  - b. Correct Minute Order 36 of May 6, 2003 as follows:  
"... he would schedule Department Heads to appear ~~at the Revenue, Expenditure and Fiscal meetings~~ before the Board of Supervisors for budget review, beginning May 21, 2003".

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

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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. Supervisor Hansen advised that Colusa Basin Drainage District now has the funds and will be purchasing the Lindquist property.
  - c. Supervisor Freeman advised that the Sacramento Valley Resource, Conservation and Development (RC&D) Area Council received an \$8,500 grant from Great Valley Center for Ag Tourism, and a \$30,000 in conjunction with Yosemite Sequoia RC&D for State Ag Tourism.
  - d. Supervisor Bungarz advised that Glenn Medical Center Administrator Joe Mitchell was killed in an auto accident May 16, 2003, and that Bill Casey will be running the hospital until a replacement is found; also advised that a Joint Meeting with the City of Willows, Willows Planning Commission, and Wal-Mart would be held May 21, 2003 to discuss Wal-Mart's proposed expansion.
  - e. Sacramento Valley Mirror reporter John Brooks advised that he is in support of Attachment "A" Transfer No. 5307 for architectural services - preliminary geotechnical investigation, and surveying needed to develop topographic details.
  - f. **Department of Finance**

Also Present: Don Santoro, Director of Finance

Matter: Mr. Santoro requested approval and execution of an Agreement with Shasta County Superior Court for collection services of Court-ordered payments, for a fee of 24% of funds received, and on motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to:

- (1) Find that this matter arose after the posting of the agenda, add this matter to agenda, as it is in the best interest of the County; and
  - (2) On motion of Supervisor Hansen, seconded by Supervisor Freeman, it was unanimously ordered to execute Agreement with Shasta County Superior Court.
- g. Administrative Representative Kim Gaghagen advised that Willows Travel Plaza (Soeth Project) will be opening June 30, 2003 with nineteen new jobs, that the Community Development Block Grant Re-Use Committee will be used as a clearing house for job creation, and that small website modifications will be developed to promote the County as a location for new business and to direct those interested in locating in Glenn County to one point of contact for assistance.
  - h. Later this date, Administrative Representative Kim Gaghagen gave a report on the activities of the Agenda Review Team.

3. **Consent Calendar**

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

Proceedings: Supervisor Freeman requested that 3(a) be pulled from the Consent Calendar and Supervisor Sprague requested that 3 (n) and 3(q) be pulled; whereupon, on motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to approve the matters set forth on Attachment "A".

4. **Northern California Water Association**

Matter: Pursuant to Minute Order 24 of January 21, 2003, consider payment of Invoice dated January 13, 2003 from Northern California Water Association requesting payment of 2003 Membership Dues in the amount of \$5,000.00. (In reference to Minute Order 39 of May 6, 2003)

Proceedings: Discussion was held regarding the Agricultural Commissioner budgeting the aforesaid dues next fiscal year.

Motion/Second: Supervisor Freeman/Supervisor McGowan

Order: Approve the aforesaid matter

Vote: Unanimous.

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5. **Resolution**

Matter: Adopt Resolution 2003-58 "*Honoring and Thanking Vern Taylor*" as a member of the Glenn County Drug Court Team. (Resolution will be presented at Drug Court on May 21, 2003)

Proceedings: Discussion was held regarding Vern Taylor's contribution as a member of the Glenn County Resource Conservation District and Central Sacramento Valley Resource Conservation & Development District; whereupon, on motion of Supervisor McGowan, seconded by Supervisor Hansen, it was unanimously ordered to adopt Resolution 2003-58 with the aforesaid contributions included.

6. **Art Scholars Awards**

Also Present: Larianne Thurman, Visual Arts Student  
Kelly James, Music Student

Matter: a. Proclaim May 30, 2003 as "*California Arts Scholars Day*" which recognizes and honors the distinguished High School students of Glenn County who have been selected to participate in the 2003 California State Summer School for the Arts Program; and  
b. Present awards to two Glenn County High School students in recognition of their acceptance to the California State Summer School for the Arts in Innerspark, California.

Proceedings: a. On motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to Proclaim May 30, 2003 as "*California Arts Scholars Day*";  
b. Chairman Bungarz read aloud and presented the aforesaid Proclamation and a medallion to each student.

**9:50 a.m. -- The Chairman Called the Meeting in Recess**

**9:55 a.m. -- The Chairman Called the Meeting to Order**

7. **Resolution/Department of Water Resources**

Also Present: Lester Messina, Environmental Biologist

Matter: Recommendation of Agricultural Commissioner Ed Romano to:

- a. Adopt Resolution 2003-61 "*Authorizing the Glenn County Department of Agriculture to Enter Into An Agreement with the California Department of Water Resources*"; and
- b. Authorize the Agricultural Commissioner to seek the services of an experienced and qualified contractor to perform survey. Costs for this survey are estimated to be \$94,000.00. Department of Water Resources will be providing \$74,000 and Glenn County will utilize a portion of an upcoming AB 303 grant along with contributions from other entities in the county to meet the 80/20 cost share with Department of Water Resources.

Proceedings: Mr. Messina reviewed the aforesaid matter

Motion/Second: Supervisor Hansen/Supervisor McGowan

Order: Adopt Resolution 2003-61 and approve (b) as listed above

Vote: Unanimous.

8. **Public Hearing – Franchise Agreements**

Also Present: Belinda Blacketer, County Counsel

Matter: a. 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;  
b. Recommendation of County Counsel Belinda Blacketer to continue Public Hearing to June 17, 2003 due to contact needing to be made with the Federal Energy Regulatory Commission to ascertain the number of miles of transmission lines for both gas and electricity with the County, and to add wording to the Franchise Agreements

Proceedings: a. County Counsel reviewed the aforesaid matter;  
b. The Chairman opened the aforesaid matter for public hearing;  
c. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments;

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- d. On motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered to continue hearing to June 17, 2003 by the following vote:  
Ayes: Supervisors Hansen, McGowan, Sprague, and Bungarz (Chairman)  
Abstain: Supervisor Freeman

9. **Correction to the Assessment Roll**

Matter: 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.
Bank of America Leasing/Capital	24-000248-00	2001-02	131-B
Bank of America Leasing/Capital	24-000248-00	2002-03	90-B
Polaroid ID Systems	24-000431-00	2002-03	91-B

Motion: Supervisor Freeman/Supervisor Hansen  
Order: Approve the aforesaid Requests for Correction to the Assessment Roll  
Vote: Unanimous.

10. **Human Resource Agency**

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:  
a. Approve the Agreement with *ATS Communications* for telephone equipment and installation for the Family Resource Centers in Hamilton City and Orland, total cost not to exceed \$18,293.00 for fiscal year 2002/2003;  
b. Authorize the Director, or his designee, to execute said Agreement; and  
c. Authorize the Director, or his designee, to modify or amend the Agreement contingent upon review and approval of County Counsel.  
(No General Fund Impact)

Proceedings: Human Resource Agency Deputy Director Cheryl Hagen advised that the aforesaid agreement allows the Family Resource Centers to be on the same system as the Human Resource Agency Office Buildings and have access to the voice mail.

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

11. **Health Services Agency**

Matter: Recommendation of Health Services Agency Director Mike Cassetta to approve the *Substance Abuse and Crime Prevention Act Plan* (SACPA) and authorize Mr. Cassetta to execute the SACPA Plan and any amendments for fiscal year 2003/2004.

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

12. **Sheriff-Coroner**

Matter: Recommendation of Sheriff-Coroner Bob Shadley to approve and authorize the Sheriff to execute, submit, and administer the *FY02 State Domestic Preparedness Program*, grant amount \$133,780.

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

13. **District Attorney/Sheriff-Coroner**

Matter: Recommendation of Sheriff-Coroner Bob Shadley to authorize District Attorney Bob Holzapfel to serve as authorized designee for application to Bureau of Justice Planning's Southwest Border Prosecution Initiative for possible reimbursement of any cases that have been federally referred to Glenn County for detention and/or prosecution.

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

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14. **Assessor/Clerk-Recorder**

Matter: Recommendation of Assessor/Clerk-Recorder Vince Minto to approve payment of Dell Marketing claims for computers, for \$1,904.78 and \$3,193.93. (No General Fund Impact)  
Motion/Second: Supervisor Freeman/Supervisor McGowan  
Order: Approve the aforesaid matter  
Vote: Unanimous.

15. **Local Child Care Planning Council**

Matter: Recommendation of Local Child Care Planning Council Coordinator Laura Van Dervoort to execute Local Planning Council (LPC) County Priorities Report Form, advising that the priorities submitted to Child Development Division in 2002 are still valid and no change is needed.  
Motion/Second: Supervisor Hansen/Supervisor McGowan  
Order: Approve the aforesaid matter  
Vote: Unanimous.

16. **Glenn County Resource Conservation District**

Matter: a. Accept resignation of Vern Taylor from the Glenn County Resource Conservation District; and  
b. Notice of Unscheduled Vacancy being posted, and no response being received thereto, consider appointment of Tim Pedrozo to fill the vacancy of Vern Taylor, for the term to November 27, 2006.  
Motion/Second: Supervisor Sprague/Supervisor Hansen  
Order: Approve the aforesaid matter  
Vote: Unanimous.

17. **Willows Cemetery District**

Matter: Pursuant to letter received from Willows Cemetery District, consider waiving any county fees required to construct a niche structure to be used for cremains, estimated Building Inspection Permit Fee \$1,167.01.  
Proceedings: a. Due to the services provided outweighing the waiver of county fees, on motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to approve the aforesaid matter; and  
b. It was the General Consensus to form an Ad Hoc Committee titled *Fee Waiver Policy Committee*, that would create a policy to standardize all requests for waivers, with appointees to be Supervisor Freeman, Supervisor McGowan, and Director of Finance Don Santoro.

18. **Public Hearing – Community Development Block Grant**

Also Present: Kim Gaghagen, Human Resource Agency Director  
Cherie Hagen, Human Resource Agency Deputy Director  
Karen Hansen, Human Resource Agency Housing Rehabilitation Manager  
Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to:  
a. Review and accept Community Development Block Grant (CDBG) Grant #00-STBG-1480 Grantee Performance Close-out/Final Report; and  
b. Authorize Director or his designee to sign and submit the approved Grantee Performance Close-Out/Final Report to the State Department of Housing and Community Development.  
Proceedings: a. Mr. Gaghagen reviewed the aforesaid matter and passed around a sign-in sheet;  
b. The Chairman opened the aforesaid matter for public hearing;  
c. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments;  
d. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;  
e. On motion of Supervisor McGowan, seconded by Supervisor Freeman, it was unanimously ordered to conclude hearing, decide matter, accept Community Development Block Grant (CDBG) Grant #00-STBG-1480 Grantee Performance Close-out/Final Report and approve (b) as listed above.

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19. **Legislation**  
Matter: Upon the recommendation of Public Works, execute letter to local representatives opposing Assembly Bill 1746, Assembly bill 1748, Senate Bill X1-4 and Senate Bill X1-7 regarding the elimination of the annual grant of \$10,000.00 to general aviation airports.  
Motion/Second: Supervisor Sprague/Supervisor Hansen  
Order: Approve the aforesaid matter with copies to California State Association of Counties and Housing, Land Use & Transportation – DeAnn Baker  
Vote: Unanimous.
20. **Board of Supervisors**  
Matter: Recommendation of Assistant Clerk of the Board Sandy Kennedy to determine whether to hold third regularly scheduled Board of Supervisors meeting for July 29, 2003, September 30, 2003, and December 30, 2003.  
Motion/Second: Supervisor Freeman/Supervisor Sprague  
Order: Approve the aforesaid matter  
Vote: Unanimous.
21. **Legislation**  
Matter: Action letters from California State Association of Counties and the California State Sheriff's Association seeking support in their efforts with request for negotiations for an agreement between the Governor and the Gaming Tribes that provides for the dependable enforcement of the law financed by the predictable source of funding.  
Motion/Second: Supervisor Hansen/Supervisor Freeman  
Order: Approve the aforesaid matter to the Governor, local representatives, with copies to California State Association of Counties and Sheriff's Association  
Vote: Unanimous.
22. **Legislation**  
Matter: Action letter from J Folger-Brown requesting letters of opposition to Senate Bill 952, which would exempt fund-raising activities in residential areas from local governmental control.  
Motion/Second: Supervisor Hansen/Supervisor McGowan  
Order: Approve the aforesaid matter  
Vote: Unanimous.
23. **Proclamation**  
Matter: Action letter from Rosalind Holycross, President of Glenn County Republican Women Federated, advising of a thank you dinner to be held on June 14, 2003 at the Orland Memorial Hall for the families of active duty servicemen and women who live in Glenn County, and to prepare a proclamation of thanks for the families and service people from Glenn County, and to have the Chairman of the Board of Supervisors or a representative of the Board present Proclamation at the dinner.  
Motion/Second: Supervisor Hansen/Supervisor McGowan  
Order: Formalize a Proclamation of "Thanks" for the families and service people from Glenn County, with Supervisor Sprague to present said proclamation  
Vote: Unanimous.
24. **Miscellaneous**  
Matter: Reviewed the following items with no action taken:  
a. Proposition 65 Notification from Health Services Agency Director Mike Cassetta, required of the California Health and Safety Code Section 25180.07, reporting the threatened release of 170 gallons of waste oil and chlorinated petroleum waste at Wyo Rd. west of Rd 203, Capay, on April 8, 2003.  
b. Notice from Agricultural Commissioner Ed Romano advising of a Technical Advisory Committee meeting scheduled for May 27, 2003, 1:30 p.m., at the Glenn County Department of Agriculture conference room.  
c. Report from Public Works Director Doug Holvik advising of Matson & Isom Technology Consulting analysis of Public Works computer network systems and computer systems upgrades.

**10:38 a.m. -- The Chairman Called the Meeting in Recess  
Deputy Clerk Sandra Pergson Entered the Meeting and**

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**Deputy Clerk Debbie Lambert Left the Meeting  
10:47 a.m. -- The Chairman Called the Meeting to Order**

25. **Public Hearing – Oak Woodland Management Plan**  
Also Present: Vince Minto, Planning Administrator  
Christy Leighton, Principal Planner  
Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to consider whether or not to adopt the Oak Woodland Management Plan:  
a. Adoption of the Oak Woodland Management Plan will allow districts, cities, and nonprofit organizations in Glenn County to request grant funding to implement the Plan;  
b. Glenn County has 174,700 acres of Blue Oak and Foothill Pine Woodland;  
c. Conservation of these lands is an economic benefit to the County. The Plan recognizes and supports farming, ranching and grazing operations that are compatible with Oak Woodland conservation;  
d. Conservation of Oak Woodlands is important to watershed management, soil and water retention, and wildlife habitat;  
e. The County will continue the 160 acre minimum parcel size in Oak Woodland areas to avoid fragmentation of Oak Woodlands; and  
f. The Oak Woodland Management Plan encourages education and outreach efforts designed to demonstrate the economic, social and ecological values associated with Oak Woodlands.  
Proceedings: a. The Chairman advised that this matter would not be heard this date, that the public hearing was not advertised, and that matter would be heard at a later time;  
b. Lori Pride advised of a meeting with landowners and the process of preparing a new Resolution; and  
c. Upon further discussion, it was determined that this matter will be brought back to the Board when all parties are prepared.

**10:55 a.m. – The Chairman Called the Meeting In Recess  
11:00 a.m. – The Chairman Called the Meeting To Order  
County Counsel Belinda Blacketer Was Absent**

26. **Resolution/Administrative Manual/Property Accountability & Sale**  
Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to adopt Resolution 2003-62 "Amending Section 5.10.02 and 5.10.03 to the Glenn County Administrative Manual" regarding Property Accountability and Sale. (Contingent approval of County Counsel as to form)  
Proceedings: Mr. Santoro advised of changes to Resolution as follows:  
Section A. 1. Fixed Assets as defined in Section 5.10.04:  
• *Only the County Auction Manager, as described in the Glenn County job description of Fleet Operations Manager, may dispose of fixed assets.*  
• *All sensitive information must be purged from any electronic equipment before any transfer. All hard drives must be destroyed before transfer to the Auction Manager.*  
Motion/Second: Supervisor Freeman/Supervisor Hansen  
Order: Adopt Resolution 2003-62 with corrections as stated above  
Vote: Unanimous.

**County Counsel Belinda Blacketer Re-Entered the Meeting**

27. **Resolution/Administrative Manual/Travel Advance**  
Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to adopt Resolution 2003-63 "Amending Chapter 7.06 Travel Advance of the Administrative Manual".  
Motion/Second: Supervisor Sprague/Supervisor Hansen  
Order: Adopt Resolution 2003-63  
Vote: Unanimous.

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28. **Resolution/School Administration Building Project**

Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to adopt Resolution 2003-64 "Declaring the Official Intent to Reimburse Expenditures from the Proceeds of Tax Exempt Securities" for the School Administration Building (SAB) Project.  
Proceedings: Supervisor Sprague excused himself from this matter due to a conflict of interest

**Supervisor Sprague Left the Meeting**

Motion/Second: Supervisor McGowan/Supervisor Freeman  
Order: Adopt Resolution 2003-64  
Vote: Ayes: Supervisors McGowan, Freeman, Hansen, and Bungarz (Chairman)  
Absent: Supervisor Sprague.

29. **Superintendent of Schools Administration Building Loan**

Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to approve Loan Resolution to finance the new Superintendent of Schools Administration Building in the amount of \$2,250,000.00.  
Proceedings: Supervisor Sprague excused himself from this matter due to a conflict of interest  
Motion/Second: Supervisor McGowan/Supervisor Freeman  
Order: Approve the aforesaid matter  
Vote: Ayes: Supervisors McGowan, Freeman, Hansen, and Bungarz (Chairman)  
Absent: Supervisor Sprague.

**Supervisor Sprague Re-Entered the Meeting**

30. **2003/2004 Budget Tabulation**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant  
Matter: Recommendation of Mr. Santoro to accept the 2003/2004 Budget Tabulation.  
Proceedings: a. Mr. Santoro submitted the following documents:  
(1) "Estimated Sources of Financing fiscal year 2003/2004"; and  
(2) "General Fund Budget Requirements 2003/2004 Tabulation"  
(3) "Tabulation of Departmental Budget Requests for Fiscal Year 2003-2004"  
b. Mr. Santoro reviewed (3) above, and advised that departments that did not meet the required budget reductions, would be meeting with the Board of Supervisors.  
Motion/Second: Supervisor Freeman/Supervisor McGowan  
Order: Accept the 2003/2004 Budget Tabulation as submitted  
Vote: Unanimous.

31. **2003/2004 Budget/Special Districts**

Also Present: Don Santoro, Director of Finance  
Cathy Ehorn, Supervising Accountant  
Matter: a. Pursuant to Minute Order 37 (d) of May 6, 2003, continue discussion for possible action regarding cost recovery for services provided to other agencies and entities.  
b. Hold discussion regarding the County budget process and updates.  
Proceedings: a. Mr. Santoro advised that he is still trying to meet with cities on Dispatch Fees and Animal Control Services; and that 83% of districts approve of the recovery costs for services. Recovery costs amount to approximately \$34,000.00;  
b. Frank Fields, Internal Auditor, spoke regarding some districts, such as fire which feel they should be exempt from costs;  
c. Discussion was held regarding (b) in matter above, and it was decided that the Board would meet with the six Departments already scheduled and then decide if they want to meet with the remaining Departments;  
d. Later this date Mr. Santoro also spoke regarding meeting with cities on library funding; and  
e. Willows City Manager Mike Mistrot, advised that they would also be including the Bayliss and Elk Creek libraries in discussions.  
Motion/Second: Supervisor Freeman/Supervisor Sprague  
Order: Adopt proposal for cost recovery from Special Districts for one year. (Pursuant to 5.22.04 of the Administrative Manual)

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

**The Chairman Adjourned to the Glenn County Board of Equalization**

**32. Board of Equalization – Assessment Appeals**

Matter: a. Pursuant to Minute Order 10 of March 18, 2003, and hearing having been scheduled on the following Assessment Appeal Applications, consider letter from Assessor Vince Minto to continue hearing to August 26, 2003 for Key Production and Royale Energy, and October 21, 2003 for Dynegy Connect:

Application No.	Name	Parcel No.
2002-01	Dynegy Connect	12-00754-00
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

b. Pursuant to Minute Order 13 of March 4, 2003, re-schedule hearing date for the Assessment Appeal Applications 2002-07 through 2002-22 for Viacom Outdoor Inc. from June 17, 2003 to October 21, 2003.

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

**The Chairman Adjourned to the Glenn County Board of Supervisors**

**The Chairman adjourned to 1:30 p.m.**

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 1:29 p.m., with members as follows:

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

**33. Budget Session**

Also Present: Bob Shadley, Sheriff-Coroner  
Marybeth Stanbery, Administrative Services Officer  
Glenn Padula, Undersheriff

Matter: Review department budgets for possible adjustments thereto by determining one of the following:

- a. Accept budget as presented;
- b. Refer to Revenue Expenditure and Fiscal Committee (REF); or
- c. Instruct Department to return with modification at a later date:

Budget No.	Description
01012111	Enhance 9-1-1
01012230	Coroner
01012260	Emergency Services
01041201	Sheriff/Probation Computer
01042110	Sheriff
01042112	COPS Fast Grant
01042113	Sheriff's Dispatch
01042114	OCJP Tagment Grant
01042115	COPS Universal Hiring
01042116	COPS In Schools
01042117	CA Law Enforcement Equip PRO
01042118	FEMA EOP Grant
01042130	Marshall
01042135	Sheriff-Civil Division
01042136	Sheriff-Court Security
01042140	Jail
01042141	Jail-INS Contract
01042142	Jail-Standards & Training
01042360	Boat Patrol

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- Proceedings: a. Sheriff Shadley having previously submitted "Board Ordered Reductions", reviewed reductions and outlined Personnel and Services reductions;  
b. Donna Jensen, President, Glenn County Canine Association spoke in support of Canine Program in Sheriff's Department and asked that funding for this program not be cut from the budget.
- Motion/Second: Supervisor Sprague/Supervisor Hansen  
Order: Take this matter under submission with no action, and review all budgets for an overall picture  
Vote: Unanimous.

**34. Budget Session**

- Also Present: Bob Holzapfel, District Attorney  
Matter: Review department budgets for possible adjustments thereto by determining one of the following:  
a. Accept budget as presented;  
b. Refer to Revenue Expenditure and Fiscal Committee (REF); or  
c. Instruct Department to return with modification at a later date:

Budget No.	Description
01042090	District Attorney/Prosecution
01042091	DA/Statutory Rape Vertical Prosecution

- Proceedings: a. Mr. Holzapfel having previously submitted a letter dated May 13, 2003, and letter regarding "Ordered Budget Reduction in Accounting Format" reviewed reductions in Personnel and Services;  
b. Sandy Denn spoke in support of Second Investigator position not being cut from District Attorney's budget;  
c. The Board, by general consensus, decided to take this matter under submission with no action, and review all budgets for an overall picture.

**35. Hospital Administrator/Glenn Medical Center**

- Matter: The Chairman advised that the Board would like to Close Meeting in Memory of Joe Mitchell, who passed away on Friday May 16, 2003  
Motion/Second: Supervisor Hansen/Supervisor Bungarz  
Order: Adjourn Meeting in Memory of Joe Mitchell, Glenn Medical Center Administrator.  
Vote: Unanimous.

**36. Closed Session**

- Matter: Pursuant to Government Code Section 54957.6, receive information and provide instruction to the County's Chief Negotiator regarding negotiations with the DSA, GCMMA, the General Unit (UPEC Local 792), and the POA.  
Proceedings: a. The Chairman announced the aforesaid matter;  
b. The Chairman advised there is no announcement as a result of Closed Session  
Motion/Second: Chairman direction  
Order: Adjourn to Closed Session.

37. The Chairman adjourned the meeting at 2:48 p.m.

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

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: \_\_\_\_\_ Reviewed by Agenda Review  
Committee  
Sandra Pergson, Deputy Clerk (Minor clarifications may have been made)

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

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	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. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5277	Human Resource Agency/Community Action Division	Appropriate additional interest and increases in expenditure budget for remainder of fiscal year	\$ 1,500.00
5283	Superintendent of Schools	Transfer from Superintendent of School Fund General Reserve to cover the cost of loan principle and interest	\$ 82,105.19
5284	Cal Boat Launching	Use unanticipated revenue to cover costs of boat launch repairs to docks and money depository tubes	\$ 1,000.00
5290	Human Resource Agency/Community Action Division	Appropriate Amendment #2 into line item budget for Low Income Home Energy Assistance Program – Assurance 16 (Liheap Assurance 16)	\$ 15,163.00
5291	Human Resource Agency/Community Action Division	Appropriate Amendment #2 into line item budget for Low Income Home Energy Assistance Program – Energy Crisis Intervention Program Wood/Propane/Oil & Furnace Repair & Replacement (Liheap ECIP WPO/FRR)	\$ 76,876.00
5292	Human Resource Agency/Community Action Division	Appropriate Amendment #2 into line item budget for Low Income Home Energy Assistance Program – Outreach Wood/Propane/Oil (Liheap Outreach WPO)	\$ 5,956.00
5293	Human Resource Agency/Community Action Division	Appropriate Amendment #2 into line item budget for Low Income Home Energy Assistance Program – Weatherization	\$ 45,487.00
5294	Human Resource Agency/Community Action Division	Appropriate Amendment #1 into line item budget for Community Service Block Grant (CSBG) Discretionary	\$ 40,000.00
5300	Public Works – Road Maintenance	To cover unanticipated expenses due to the retirement of personnel, unemployment benefits and a mid year shift from construction to maintenance	\$ 137,019.00
5301	Public Works – North Willows County Service Area	To cover material costs for the Cherry Street Storm Drain Extension Project, which was inadvertently omitted from the budget tabulation	\$ 47,565.00
5305	Agricultural Commissioner	Increase budget for State to accommodate the California Department of Pesticide Regulations Contract for Patrick Way, DBA The Way	\$ 23,000.00

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<b>Trans No.</b>	<b>Department</b>	<b>Company Description</b>	<b>Amount</b>
5307	Court Consolidation #01751135	To cover architectural services approved per Minute Order 9 of January 7, 2003, preliminary geotechnical investigation, and surveying needed to develop topographic details	\$ 50,000.00
5308	Clerk-Recorder	To cover cost of new computers and printer	\$ 13,007.00

- b. **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).
  
- c. **Resolution/Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen, adopted Resolution 2003-59 "Authorizing Execution of an Agreement Amendment with the State of California Department of Housing and Community Development as a Section 8 Housing Assistance Program (HAP)".
  
- d. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:
  - (1) Approved Agreement with *University of California, Davis* for Eligibility Worker Training for fiscal year 2003/2004, cost set forth therein;
  - (2) Authorized the Director, or his designee, to execute said Agreement; and
  - (3) Authorized the Director, or his designee, to modify or amend the Agreement contingent upon review and approval of County Counsel.  
(No General Fund Impact)
  
- e. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:
  - (1) Approved Agreement with *Sierra Stationers* for purchase and delivery of office supplies, total amount not to exceed \$120,000.00, for fiscal year 2003/2004;
  - (2) Authorized the Director, or his designee, to execute said Agreement; and
  - (3) Authorized the Director, or his designee, to modify or amend the Agreement contingent upon review and approval of County Counsel.  
(No General Fund Impact) (Pursuant to February 2002 Request for Bid)
  
- f. **Resolution/Public Works**  
Upon the recommendation of Public Works Director Doug Holvik, adopted Resolution 2003-60 "Supporting a Regional Household Hazardous Waste Grant Submitted by RCRC-ESJPA".
  
- g. **Sheriff**  
Upon the recommendation of Sheriff Bob Shadley, authorized the Sheriff to execute and administer the Anti-Drug Abuse Program (TAGMET) Grant proposal, Grant Award Agreement, extensions, and amendments thereto.
  
- h. **Glenn County Mental Health, Alcohol and Drug Commission**  
Upon the recommendation of Health Services Agency Director Mike Cassetta, approved amended by-laws of the Glenn County Mental

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Health, Alcohol and Drug Commission, which changes the terms from four to three years.

- i. **Health Services Agency**  
Upon the recommendation of Health Services Agency Director Mike Cassetta, executed Standard Agreement Amendment with the *State Department of Alcohol and Drug Programs* for alcohol and drug programs and perinatal treatment expansion programs, for fiscal years 2001-2005. (County Contract 537)
- j. **Health Services Agency**  
Upon the recommendation of Health Services Director Mike Cassetta, reappointed Gary Campbell, Leon Ponci, Kevin Nelson, and Fred Perez to the Glenn County Mental Health, Alcohol and Drug Committee for terms January 1, 2003 to December 31, 2006.
- k. **Finance**  
Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment of Invoice for \$550.00 to California Forensic Medical Group, Inc. for County Counsel, which is over one year old.
- l. **Finance**  
Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment of Invoice for \$250.00 to California Forensic Medical Group, Inc. for County Counsel, which is over one year old.
- m. **Miscellaneous**  
Upon the recommendation of Supervisor Bungarz, executed letter to reinstate the State Criminal Alien Assistance Program (SCAAP) funding.
- n. **Legislation**  
Ratified Letter of Opposition to Assembly Bill 1151 (Dymally), unless amended, to the Assembly Human Services Committee, regarding the response to an appellate court case in which the Court found that a county social worker was not liable for abuse that a child suffered while in the care of a foster parent.