

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

**Tuesday, June 7, 2005**

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:00 a.m., with members as follows:

Present: Supervisors Bungarz, Freeman, Hansen, McGowan, and Amaro (Chairman)  
Also Present: David Shoemaker, County Administrative Officer  
Sandra Pergson, Deputy Clerk  
Absent: Belinda Blacketer, County Counsel

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

Matter: Approve the Minutes of May 17 and May26, 2005.  
Motion/Second: Supervisor Hansen/Supervisor Bungarz  
Order: Approve the aforesaid Minutes  
Vote: Unanimous.

2. **Unscheduled Matters**

Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.  
Proceedings: a. Reports and issues were discussed by Supervisors.  
b. Mark Marshall, Golden State Risk Management, reported on the Training of May 20, 2005 by Gordon Graham, and advised of future Hostile Environment and Sexual Harassment classes which are mandatory every two years for Management and Supervisors.

**9:03 a.m. – County Counsel Belinda Blacketer Entered the Meeting**

- c. Scott Schimke, Golden State Risk Management, commended County Counsel and her staff for their work and cooperation with Golden State on Claims Against the County.
- d. David Shoemaker, County Administrative Officer, stated that the State may have a budget by the beginning of the fiscal year.
- e. Later this date, Supervisor Hansen requested that at the next Board of Supervisors meeting the Board consider holding the July 5, 2005 regularly scheduled Board Meeting on an alternate date.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".  
Motion/Second: Supervisor Freeman/Supervisor Hansen  
Order: Approve Consent Calendar  
Vote: Unanimous.

4. **Formation of Library Committee**

Matter: Recommendation of County Administrative Officer David Shoemaker to:  
a. Hold discussion for possible action on the formation of a Library Committee for the purpose of developing a long term funding plan; and  
b. Appoint members as deemed appropriate.  
Proceedings: a. Mr. Shoemaker reviewed the aforesaid matter; and  
b. Concerned citizen for the libraries Marilyn Rehse, City of Willows Librarian Don Hampton, and Elk Creek resident Keith Carly spoke in favor of forming a Library Advisory Committee.  
Motion/Second: Supervisor Bungarz/Supervisor Freeman  
Order: Appoint District 4 and District 1 Supervisors and send letters to Cities of Willows and Orland for the make up of Committee  
Vote: Unanimous.

5. **County Service Recognition**

Also Present: Tim Asbury, Sheriff's Lieutenant  
Rosemary Carmon, Sheriff's Correctional Corporal  
Matter: Present County Service Pin to Ms. Carmon and Lieutenant Asbury, in recognition of 10 years of service with the County of Glenn.  
Proceedings: a. Sheriff Jones advised that Lieutenant Asbury had a family emergency and wouldn't be able to receive his pin; whereby the Board will present pin to Lt. Asbury on June 21, 2005; and  
b. The Chairman presented Rosemary Carmon with 10 year pin in recognition of service with the County of Glenn.

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6. **Donation to Sheriff-Coroner Office**

Also Present: Sheriff-Coroner Larry Jones  
Danny Paul, Hamilton City Lions Club Members  
Jean Paul, Hamilton City Women's Club Members

Matter: Recommendation of Sheriff Larry Jones to accept donations from the Hamilton City Lions Club for \$1,750.00 and the Hamilton City Women's Club for \$1,751.00, on behalf of the Sheriff's Office for the purpose of training and outfitting new officers.

Proceedings: a. Sheriff Jones advised that the donations will contribute towards the training of new officers; and  
b. Mr. And Mrs. Paul presented Checks to Sheriff Jones; whereby the Checks were given to the Deputy Clerk who passed them to Director of Finance Don Santoro for deposit.

Motion/Second: Supervisor Hansen/Supervisor Bungarz  
Order: Direct a thank you letter to both organizations and accept donations  
Vote: Unanimous.

7. **Butte Basin Water Users Association**

Also Present: Mark Black, Agricultural Commissioner  
Lester Messina, Water Resource Coordinator

Matter: Recommendation of Agricultural Commissioner Mark Black to authorize Mr. Black, or his designee, to participate in the Butte Basin Water Users Association. (Annual dues paid for through grant funded programs)

Proceedings: Mr. Messina reviewed matter and stated that funds are available

Motion/Second: Supervisor Bungarz/Supervisor Freeman  
Order: Approve Memorandum of Understanding and authorize the Chairman of the Board of Supervisors to execute MOU, contingent upon review as to form by County Counsel  
Vote: Unanimous.

8. **Office of Education Administration Building Construction Loan/USDA Loan Closing Documents**

Also Present: Don Santoro, Director of Finance  
Dan Obermeyer, Planning & Public Works Director

Matter: Recommendation of Mr. Santoro to:  
a. Adopt Resolution 2005-42 "Providing for the Financing of a Project and Approving the Execution and Delivery of Certain Documents in Connection Therewith", with the United States Department of Rural Development Loan for the Office of Education Administration Building;  
b. Review, approve, but do not execute *Installment Sale & Repurchase Agreement and Fiscal Agent Agreement*; and  
c. Review Bond Counsel's letter of closing Documents.

Motion/Second: Supervisor Freeman/Supervisor Bungarz  
Order: Adopt Resolution 2005-42, and approve (b) and (c) as set forth above  
Vote: Unanimous.

**10:01 a.m. -- The Chairman Called the Meeting in Recess  
Deputy Clerk Debbie Lambert Entered the Meeting and  
Deputy Clerk Sandra Pergson Left the Meeting  
10:09 a.m. -- The Chairman Called the Meeting to Order**

9. **Public Hearing – Williamson Act and Farmland Security Zone Contracts**

Also Present: Daniel Obermeyer, Planning & Development Director

Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to consider adopting the following:  
a. Negative Declaration with three (3) Findings and no Mitigation Measures;  
b. Ordinance 1174 "Rezoning a Certain Portion of the County to 'Agricultural Preserve' and 'Farmland Security' to Conform to Williamson Act and Farmland Security Contracts (ZC #2004-09)".

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

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- d. On motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to conclude hearing, decide matter, approve (a) in matter above and having read title and waived further reading, adopt Ordinance 1174.

10. **Transfers of Funds**

Matter: Approve the following intradepartmental Transfer of Funds, 4/5 vote required:  
(No general fund impact)

<b>Trans No.</b>	<b>Department/ Budget</b>	<b>Description</b>	<b>Amount</b>
5200	03/04 Jail Supplemental Law Enforcement Funds	To appropriate unanticipated revenue and general reserve funds to close out the 2003/04 Jail Supplemental Law Enforcement Grant	\$ 1.24
5201	Human Resource Agency/ Community Action Division	To appropriate unanticipated revenue to cover services & supplies expenses in the Community Action CDBG program	\$ 25,000.00
5202	02/03 Sheriff's CLEEP Grant	To appropriate unanticipated revenue and general reserve funds to close out the Sheriff CLEEP Equipment Grant	\$ 982.21
5203	Human Resource Agency/ Community Action Division	To appropriate unanticipated revenue to cover depreciation expense in the Community Action Vehicle Department	\$ 7,500.00
5204	Air Pollution Control District	To appropriate unanticipated Air Pollution revenues to cover Ag Commissioner administrative expenses	\$ 10,000.00
5205	Planning	To appropriate unanticipated revenues to cover salaries & wages and services & supplies expenses in the Planning Department	\$ 130,475.00
5206	SMARA-Planning	To appropriate unanticipated revenues to cover services & supplies and administrative expenses in the SMARA Planning program	\$ 22,000.00
5207	Sheriff-Hamilton City Donation	To appropriate unanticipated donation revenue from Hamilton City service clubs to cover services & supplies expenses in the Sheriff-HC Donation program	\$ 3,501.00
5209	Planning & Public Works Agency – Building Inspector Division	To appropriate unanticipated revenues to cover services & supplies expenses in Building Inspector	\$ 57,571.00
5212	Human Resource Agency/ Community Action Division	To appropriate unanticipated revenue to cover services & supplies expenses in the Work Force Investment Act Dislocated Worker program	\$ 25,082.00
5213	Human Resource Agency/ Community Action Division	To appropriate unanticipated revenue to cover services & supplies expenses in the Community Action Service Department	\$ 10,000.00
5215	Office of Education-Admin. Building Construction Project #01761000	To transfer Office of Education construction project contingency funds to cover contract change orders number 6 through 8	\$ 6,580.00
5216	Office of Education-Admin. Building Construction Project #01761000	To transfer Office of Education construction project contingency funds to cover contract change orders number 6 through 8	\$ 6,821.19

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Trans No.	Department/ Budget	Description	Amount
5217	Office of Education-Admin. Building Construction Project #01761000	To transfer Office of Education construction project contingency funds to cover contract change orders number 6 through 8	\$ 26,340.75

Motion/Second: Supervisor McGowan/Supervisor Bungarz  
Order: Approve the aforesaid transfers of funds  
Vote: Unanimous.

**11. Health Services Director Retirement**

Matter: Recommendation of County Administrative Officer David Shoemaker to:

- a. Pursuant to letter received from Mike Cassetta, accept his retirement as Health Services Director effective June 3, 2005;
- b. Direct the Personnel Director to proceed with the appropriate recruiting process; and
- c. Consider contracting with Mr. Cassetta during the transition period of replacing the Director position.

Proceedings:

- a. On motion of Supervisor McGowan, seconded by Supervisor Freeman, it was unanimously ordered to approve the aforesaid matter, with the stipulation of contracting with Mr. Cassetta during the transition period;
- b. County Administrative Officer David Shoemaker advised that Mr. Cassetta has agreed to contract with the County, that a contract needs to be in place to protect the County and Mr. Cassetta's retirement rights, and that recruiting will begin once an appropriate recruiting process for the Director position is established.

**12. Child Support Services Director Retirement**

Matter: Recommendation of County Administrative Officer David Shoemaker to:

- a. Pursuant to letter received from Michael Murray, accept his retirement as Director of Child Support Services effective July 16, 2005; and
- b. Direct the Personnel Director to continue with the appropriate recruiting process.

Proceedings:

- a. On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to approve the aforesaid matter and have staff prepare a Resolution thanking Mr. Murray for his years of service to the County; and
- b. County Administrative Officer David Shoemaker advised that recruitment will close June 30, 2005, with the first panel of interviews to take place July 11<sup>th</sup> and final interviews to be conducted by the Board July 19, 2005.

**13. Glenn County Landfill Long Term Strategic Plan & Environmental Impact Report**

Also Present: Daniel Obermeyer, Planning & Public Works Agency Director  
Doug Holvik, Planning & Public Works Agency Chief Deputy Director

Matter: Recommendation of Mr. Obermeyer to approve and authorize the Planning & Public Works Agency Director to:

- a. Execute *Agreement for Professional Services to Develop a Glenn County Landfill Long Term Strategic Plan and Prepare an Environmental Impact Report* with Shaw Environmental, Inc. cost not to exceed \$284,806.82; and
- b. Approve any expenditures, agreements and amendments to the Contract, for the purpose of preparing a Glenn County Landfill Long Term Strategic Plan and Environmental Impact Report.

(No general fund impact)

Proceedings: Mr. Obermeyer reviewed the aforesaid matter  
Motion/Second: Supervisor Bungarz/Supervisor Freeman  
Order: Approve the aforesaid matter  
Vote: Unanimous.

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14. **Position Allocation List for Planning & Public Works Agency**

Also Present: Dan Obermeyer, Planning & Public Works Agency Director  
Doug Holvik, Planning & Public Works Agency Chief Deputy Director

Matter: Recommendation of Planning & Public Works Agency Director Dan Obermeyer to adopt Resolution 2005-43 "*Amending the Position Allocation List for the Glenn County Planning and the Public Works Agency Adding One Public Works Program Manager*". (No general fund impact)

Proceedings: Mr. Obermeyer reviewed the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor McGowan

Order: Adopt Resolution 2005-43 and authorize Personnel to work with Mr. Obermeyer to begin recruitment

Vote: Unanimous.

15. **County Administrative Officer List of Projects**

Matter: Recommendation of County Administrative Officer David Shoemaker to establish a list of projects for the County Administrative Officer to focus his attention on and establish the priorities of these issues.

Proceedings:

- a. Discussion was held and it was the general consensus to prioritize the Hospital, Court Facilities and County Facilities Long Range Plan;
- b. Supervisor Bungarz requested that a time study be developed for two years to find how the CAO position will be funded, whereby Mr. Shoemaker advised that the time study has been started;
- c. Supervisor Amaro requested that the Veterans Memorial Hall be added to the County Facilities Long Range Plan, and to consider adding a Code Enforcement Officer to the position allocation list, whereby Planning & Public Works Agency Director Dan Obermeyer advised that he is working to restructure the Department and add a Code Enforcement Officer position, with ½ to be funded by the Cities of Orland and Willows and ½ by the County;
- d. Supervisor Bungarz recommended having an employee evaluation for Mr. Shoemaker approximately three times a year, with Supervisor McGowan requesting the first be held quarterly;
- e. Sacramento Valley News Reporter John Brooks advised that the State Capitol Display may need to be added to the list of projects, whereby the Chairman directed Dan Obermeyer to follow upon the Capital Display contract.

16. **Support Protection of Local Services & Restoration of Vital Transportation Funding for Local Streets and Roads**

Matter: Recommendation of County Administrative Officer David Shoemaker to execute support letter to Senator Aanestad and Assemblyman Doug LaMalfa, with copies to California State Association of Counties, for portions of the May Revise that *Protect Local Services and Restore Vital Transportation Funding for Local Streets and Roads*.

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

17. **Purchase Agreement – Corning Lumber**

Matter: Recommendation of Planning & Public Works Director Dan Obermeyer to approve an amendment to an existing purchase agreement with Corning Lumber, allowing Planning & Public Works Agency to exceed \$20,000 purchasing limit.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

18. **Contract – Health Officer**

Matter: Recommendation of Health Services Agency Director Mike Cassetta to approve and authorize the Chairman of the Board of Supervisors to execute *Agreement for Health Officer* with James Corona, M.D., for \$1,800.00 per month, term fiscal year 2005/2006. (No general fund impact) (County Contract No. 1724)

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

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19. **2005 Surface Water Stewardship Tour Expenses**

- Matter: Recommendation of Agricultural Commissioner Mark Black to approve payment for all 2005 Surface Water Stewardship Tour vendors. (No general fund impact)
- Proceedings: a. Director of Finance Don Santoro advised that the charges set forth therein are not County charges, and claims must be submitted to the Department of Finance first and a process followed;
- b. County Administrative Officer David Shoemaker advised that Departments should come to the Board for authorization prior to spending funds; and
- c. Supervisor Freeman requested that the policy for payment of claims be discussed at the next Management Team meeting.

20. **Area 3 Agency on Aging**

- Matter: Recommendation of Supervisor Tom McGowan to execute *Proclamation in Honor of the 25<sup>th</sup> Anniversary of the Area 3 Agency on Aging*.
- Motion/Second: Supervisor McGowan/Supervisor Hansen
- Order: Approve the aforesaid matter
- Vote: Unanimous.

21. **Glenn County Mosquito & Vector Control District - Appointment**

- Matter: Pursuant to Notice of Unscheduled Vacancy having been posted, consider reappointment of John E. Richter to the Glenn County Mosquito & Vector Control District, for a two year term ending June 30, 2007.
- Motion/Second: Supervisor Hansen/Supervisor Bungarz
- Order: Approve the aforesaid matter
- Vote: Unanimous.

22. **Community Development Block Grant Re-Use Committee - Appointment**

- Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to remove the Public Works Director and add the County Administrative Officer to the Community Development Block Grant Re-Use Committee, to serve at the Pleasure of the Board of Supervisors.
- Motion/Second: Supervisor Freeman/Supervisor McGowan
- Order: Approve the aforesaid matter
- Vote: Unanimous.

23. **Proposition 65 Notification**

- Matter: a. Proposition 65 Notification from Department of California Highway Patrol Commander P. Arvizu, required of the California Health and Safety Code Section 25180.7, reporting the spill and clean up of approximately 50 gallons of aqua ammonia at the east highway edge of County Road P May 16, 2005, and submitting the Hazardous Materials Incident Report;
- b. Proposition 65 Notification from Health Services Director Mike Cassetta, required of the California Health and Safety Code Section 25180.7, reporting the release of approximately 100 gallons of aqua ammonia along the east side of County Road P approximately one quarter mile south of County Road 39, May 16, 2005.
- Proceedings: No action was taken regarding the aforesaid matter.

24. **Closed Session**

- Matter: a. Adjourn to Closed Session to discuss and decide, based on existing facts and circumstances, whether to initiate litigation, pursuant to Government Code Section 54956.9(c).
- b. Adjourn to Closed Session pursuant to Government Code Section 54957(b)(1) to hold continued Public Employee Performance Evaluation for County Counsel Belinda Blacketer;
- c. Consider adopting Resolution "*Appointing Belinda Blacketer County Counsel of Glenn County for a Four-Year Term Commencing June 11, 2005*".
- Proceedings: a. The Chairman announced the aforesaid matter;
- b. The following announcements were made at the conclusion of Closed Session:
- (1) Direction was given to the attorneys regarding (a) in matter above; and

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- (2) A Public Employee Performance Evaluation was conducted for County Counsel and the Board has chosen not to appoint Ms. Blacketer for a four-year term.

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

25. The Chairman adjourned the meeting at 3:45 p.m.

\_\_\_\_\_  
JOHN AMARO, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: \_\_\_\_\_  
Sandra Pergson, Deputy Clerk

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

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**ATTACHMENT "A"**

3. **Consent Calendar**

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

a. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

<b>Trans No.</b>	<b>Department Budget</b>	<b>Description</b>	<b>Amount</b>
5208	Probation	To transfer appropriations from other charges to cover services & supplies expenses in Probation	\$ 30,000.00
5218	Probation	To transfer appropriations from salaries & wages to cover professional services and support & care expenses in the Juvenile Hall budget unit.	\$ 15,000.00

b. **Resolution – Teeter Plan**

Upon the recommendation of Director of Finance Don Santoro, adopted Resolution 2005-41 “*Approving Issuance of a Note to Fund the Alternative Method of Tax Apportionment (Teeter Plan) for Fiscal Year 2005-2006*”.

c. **Contract Addendum – Hospital Lease & Operational Agreement**

Upon the recommendation of County Administrative Officer David Shoemaker, approved and authorized the Chairman of the Board of Supervisors to execute *Addendum to Amended Hospital Lease and Operational Agreement* between the County of Glenn and Enloe Medical Center, which identifies the physical address of the Glenn General Hospital site.

d. **Agricultural Waiver Program/Fee Program**

Upon the recommendation of County Administrative Officer David Shoemaker, executed support letter to the State Water Resources Control Board regarding the Agricultural Waiver Program/Fee Program.

e. **Child Abuse Treatment Program (CHAT)**

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

- (1) Authorized the Human Resource Director, or designee, to submit a continuing application for the Child Abuse Treatment (CHAT) Program, execute documents and any subsequent amendments, agreements, and/or documents necessary to implement and administer the CHAT Program; and
- (2) Authorized the Chairman of the Board of Supervisors to execute the Certificate of Assurance of Compliance.

(No general fund impact)

f. **Blue Claim Over One Year Old**

Upon the recommendation of Director of Finance Don Santoro, authorized payment for invoice over one year old to Butte College Public Service Center for the Sheriff-Coroner, for \$121.50.

g. **Blue Claim over One Year Old**

Upon the recommendation of Director of Finance Don Santoro, authorized payment for invoice over one year old to Youth for Change for the Health Services Agency, for \$212.30.