

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

**Tuesday, August 21, 2001**

Superintendent of Schools Joni Samples called a duly noticed informal meeting of the Board of Supervisors and the Management Council to order at 8:15 a.m., in the Board of Supervisors Conference Room at 526 West Sycamore Street, Willows, with Board members as follows:

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

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

1. **Management Council/Supervisors**

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

- Proceedings:
- a. Supervisor Freeman introduced Larry Akins, Federal Coordinator of the Central Sacramento Valley Resource Conservation District of Colusa, Glenn, and Tehama County;
  - b. Supervisor Bungarz announced Glenn County received a Silver Award and Innovation Award for the State Fair Booth;
  - c. Supervisor Bungarz advised that Regional Council of Rural Counties (RCRC) has a September 14, 2001 deadline for 2001/2002 Legislative Proposals, and that September 25, 2001 at 10:00 a.m., in Chico, a meeting with RCRC and the Governor's Office of Planning and Research will be held to develop a policy proposal for managing the State's future growth.
  - d. Building Maintenance Director Dan Gardner advised that because of several electrical projects in process, advance notice will be needed for electrical work
  - e. Superintendent of Schools Joni Samples advised of the importance of the Butte College Bond passing, and that some administrative offices may be used as Butte College classrooms when the school facility is built; whereby Supervisor Bungarz advised that the Board would need to be the lead agency to receive Grants for said facility;
  - f. Supervisor Freeman advised that California State Association of Counties and the Governor are requesting Government entities to reduce their electricity usage by 15%, that each County will appoint an Energy Coordinator, and recommended doing another Resolution for a 15% reduction in energy usage; whereupon, Mr. Gardner advised that the County is getting rebates from Pacific Gas & Electric for substantially reducing energy usage;
  - g. Agricultural Commissioner Ed Romano advised that funds were received to form a Certified Unified Public Agency and that they will submit the Certification Plan to the Board
  - h. Mrs. Samples adjourned the meeting at 8:50 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 9:03 a.m., with members as follows:

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

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

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

1. **Minutes**

Matter: Approve the Minutes of August 7, 2001.

Proceeding: Chairman advised of the following correction to Minute Order 5(c) of July 31, 2001: "Supervisor Bungarz Sprague advised that the project has the potential to will generate an ~~additional~~ approximate property and sales tax revenue of \$350,000.00 to \$500,000.00 per year."

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid Minutes of August 7, 2001, and correct July 31, 2001 Minute Order 5(c) as listed above

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 Bungarz advised that Telemedicine is installed in the jail and is being used for psychological counseling, and that it will be installed in Juvenile Hall;
  - c. County Counsel Belinda Blacketer advised that pursuant to Minute Order 5 of August 3, 2001, regarding legality of past Williamson Act fees, if there is a valid reason for adopting said fees there is no legal requirement for reimbursement, and that the fees were then justified by the amount of time spent preparing the applications, which is now being done with the help of the Assessor's Office.
  - d. Supervisor Hansen advised that Bob Bauchman retired, and advised that he began the Joint Powers Association for the County.

3. **Consent Calendar**

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

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the Consent Calendar as set forth in Attachment "A"

Vote: Unanimous.

4. **Resolution/Glenn County Water Advisory Committee**

Also Present: Sandy Willard Denn

Matter: Present Resolution 2001-82 "*Commending Sandy Willard Denn*" for her leadership and involvement in establishing the groundwater management plan for the County of Glenn through the Glenn County Water Advisory Committee.

- Proceedings:
- a. On motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to adopt Resolution 2001-82;
  - b. The Chairman read aloud and presented said Resolution to Sandy Willard Denn.

5. **Sheriff-Coroner**

Also Present: Bob Shadley, Sheriff-Coroner  
Glenn Padula, Undersheriff  
Dave Lilygren, Sheriff's Detective

Matter: Recommendation of Sheriff-Coroner Bob Shadley to execute *Property Lease Between Holly Sugar Corporation dba Spreckels Sugar Company and Glenn County Sheriff's Department* for office space, in the old Holly Sugar complex, for the Hamilton City Community Policing Team, for a fee of \$1.00 per month.

Proceedings: The Sheriff reviewed the aforesaid matter and displayed the Hamilton City Community Policing Team banner which will be used during special events

Motion/Second: Supervisor Sprague/Supervisor McGowan

Order: Approve the aforesaid matter

Vote: Unanimous.

6. **Agricultural Commissioner/Air Pollution Control Officer/Personnel/Ground Water Advisory Committee/Resolution**

Also Present: Ed Romano, Agricultural Commissioner

Matter: Recommendation of Agricultural Commissioner Ed Romano, adopt Resolution 2001-86 "*Reorganizing the Agricultural Commissioner/Air Pollution Control Officer's Department*" which adds one Environmental Biologist IV and one 3/4 time Senior Secretary to support the Ground Water Advisory Committee.

Motion/Second: Supervisor Sprague/Supervisor Bungarz

Order: Adopt Resolution 2001-86

Vote: Unanimous.

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7. **Ordinance/Public Guardian/Public Administrator**

Matter: Recommendation of County Counsel Belinda Blacketer to Introduce and hold First Reading of Ordinance "*Combining the Offices of the Public Guardian and Public Administrator*". (Read title and waive further reading)

Proceedings: a. On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was ordered to Introduce and hold First Reading of Ordinance, reading title and waiving further reading;

b. Supervisor Freeman advised that the effective date should read January 1, 2002; whereby, Supervisor Bungarz withdrew the above motion with Supervisor Freeman concurring;

c. County Counsel advised that the Ordinance would be changed to reflect effective date.

8. **Resolution/Personnel**

Also Present: John Greco, Personnel Director

Matter: Recommendation of Mr. Greco to adopt Resolution 2001-87 "*Amending Section 10.12.18 'Salary Increase for Longevity' of the Personnel Policy of the County of Glenn*" in the County Administrative Manual.

Motion/Second: Supervisor Bungarz/Supervisor McGowan

Order: Adopt Resolution 2001-87

Vote: Unanimous.

9. **Resolution/District Attorney/Personnel**

Matter: Recommendation of District Attorney Bob Holzapfel to adopt Resolution 2001-88 "*Amending the Position Allocation List for the District Attorney's Office*".

Motion/Second: Supervisor Freeman/Supervisor Sprague

Order: Adopt Resolution 2001-88

Vote: Unanimous.

10. **Resolution/Probation**

Matter: Recommendation of Supervisor Bungarz to adopt Resolution 2001-89 "*Authorizing Placement of Youth in the Turning Point Academy*", which provides military academy experience for minors fifteen years or older who have committed an offense as specified in Section 731.3 of the Welfare and Institutions Code.

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Adopt Resolution 2001-89

Vote: Unanimous.

11. **Resolution/Public Works & Development Services Agency-Orland Haigh Field Airport**

Matter: Recommendation of Public Works & Development Services Agency Director Doug Holvik to adopt Resolution 2001-90 "*Granting Public Service and Sanitary Sewer Easements at the Orland Haigh Field Airport*".

Motion/Second: Supervisor Freeman/Supervisor McGowan

Order: Adopt Resolution 2001-90

Vote: Unanimous.

12. **Resolution/Public Works & Development Services Agency-Orland Haigh Field Airport**

Matter: Recommendation of Public Works & Development Services Agency Director Doug Holvik to:

a. Adopt Resolution 2001-91 "*Authorizing Notice of Completion*";

b. Authorize Chairman to execute *Notice of Completion for Orland Haigh Field Airport Above Ground Fuel Tank*; and

c. Authorize County-Clerk Recorder to record said Notice of Completion.

Proceedings: a. On motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to adopt Resolution 2001-91 and approve (b) and (c) above; and

b. The Chairman directed Public Works and Development Services Agency Director to present a fuel usage report for the Willows and Orland Airports in six months.

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

Matter: Recommendation of Public Works & Development Services Agency Director Doug Holvik to approve *Second Supplemental Agreement to Engineering Services Agreement for Bridge Replacement Design, Martin, Rivett, & Olson Inc. Consulting Engineers*, which increases the "not-to-exceed" amount to \$267,742.00, with termination date of December 31, 2001, for acquisition of right of way for Stony Creek Bridge at County Road P, and authorize Mr. Holvik to execute all contract documents, including any additional change orders, to complete project.

Motion/Second: Supervisor McGowan/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

14. **Health Services Agency**

Matter: Recommendation of Health Services Director Mike Cassetta to approve and authorize Director to execute Contract with Petty's Superior Services, and any extensions or amendments, for janitorial services, amount not to exceed \$13,800.00 for fiscal year 2001/2002.

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Approve the aforesaid matter

Vote: Unanimous.

**9:58 a.m. -- The Chairman Called the Meeting in Recess**

**10:05 a.m. -- The Chairman Called the Meeting to Order**

**County Counsel Belinda Blacketer Left the Meeting**

15. **Public Hearing**

Also Present: Ed Romano, Agricultural Commissioner  
Debbie Hubbard, Administrative Services Officer  
Judy Brown, Glenn County Water Advisory Committee Chairman  
Sandy Denn, Glenn County Water Advisory Committee  
Toccoy Dudley, Department of Water Resources  
Roger Putty, Consultant

Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to receive and consider comments from interested persons on the Adoption of Resolution 2001-92 "*Establishing Basin Management Objective (BMO) for Glenn County Basin Management Sub-Areas*", relating to and in compliance with Ordinance 1115/Groundwater Management.

**10:06 a.m. -- County Counsel Belinda Blacketer Entered the Meeting**

- Proceedings:
- a. The Chairman called the aforesaid matter for Public Hearing;
  - b. Mrs. Brown reviewed the aforesaid matter;
  - c. Supervisor Sprague advised that the BMO's are reviewed annually and may be changed as necessary, and recommended substituting within Resolution 2001-92 the following text "numerous Workshops were conducted to allow input from the General Public on Basin Management Objective's" for "the Basin Management Objective's were workshopped to allow input from the general public";
  - d. The Chairman opened the Public hearing to comments; whereupon, no comments being heard, the Chairman closed hearing to comments;
  - e. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;
  - f. On motion of Supervisor Sprague, seconded by Supervisor McGowan, it was unanimously ordered to conclude hearing, decide matter, and adopt Resolution 2001-92 with change in (c) above;
  - g. The Chairman directed that letters of appreciation be sent to Mr. Dudley, Mr. Putty, and Mrs. Brown.

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16. **Public Hearing**

Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to receive and consider comments from interested persons on the Introduction and First Reading of Ordinance "Amending Section 2.36.020 A., B., and C., and Adding D. and E. Pertaining to Planning Commission - Members", allowing Members to be appointed "at large" rather than one from each Supervisorial District, with no more than two from any one district, and maintain rural/urban balance. (Read title and waive further reading)

Proceedings:

- a. The Chairman called the aforesaid matter for Public Hearing;
- b. Supervisor Sprague questioned if Section I.A.2 of Ordinance could clarify that the Supervisors nominate and Board appoints the commissioners;
- c. Upon discussion, it was the general consensus to leave the membership at one member from each supervisorial district, and that the members out of district because of recent redistricting be allowed to continue to serve until their term has ended, and to state that Supervisors nominate a commissioner from each district and the Board appoints;
- d. The Chairman opened the Public hearing to comments; whereupon, no comments being heard, the Chairman closed hearing to comments;
- e. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;
- f. On motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to conclude hearing, continue matter, direct County Counsel to rewrite Ordinance as advised in (c) above for the September 4, 2001 meeting.

17. **Forest Service**

Also Present: Jim Fenwood, Mendocino National Forest Supervisor  
Phebe Brown, Public Affairs Officer  
Jim Giachino, Grindstone District Ranger

Matter: Present rural development and community fire assistance grant "checks" to Glenn County and provide update on Forest Service issues.

Proceedings: Mr. Fenwood advised of the following;

- a. Announced that the Trough Fire is declared Contained, the Recreation Areas will be rebuilt, and the Forest Service would be increasing prescribed burning to assist in fire suppression;
- b. Mr. Giachino is appointed to the Resource Advisory Committee and will be submitting projects;
- c. Presented from the Rural Community Assistance Plan \$24,000.00 for Agricultural Tourism;
- d. Presented from the National Fire Plan \$20,000.00 to establish a Biomass Feasibility Study; and
- e. Presented a U.S. Forest Service Fire hat to Supervisor Bungarz.

18. **Human Resource Agency-Social Services Division/Glenn County Office of Education**

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

- a. Approve *Memorandum of Understanding Between the Glenn County Human Resource Agency, Social Services Division and the Glenn County Office of Education, Glenn Adult Program – Literacy for the Provision of Literacy Services*;
- b. Authorize the Human Resource Agency Director, or his designee, to execute said Memorandum of Understanding; and
- c. Authorize the Human Resource Agency Director, or his designee, to amend the Memorandum of Understanding contingent upon County Counsel review and approval.

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

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19. **Human Resource Agency**

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

- a. Approve *Agreement Between the County of Glenn and Creative Composition* for professional printing services;
- b. Authorize the Human Resource Agency Director, or his designee, to execute said Agreement; and
- c. Authorize the Human Resource Agency Director, or his designee, to amend the Agreement contingent upon County Counsel review and approval.

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

20. **Human Resource Agency/Health Services Agency**

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

- a. Approve *Memorandum of Understanding Between the Glenn County Human Resource Agency and the Glenn County Department of Health Services for a Registered or Clinical Nurse in Adult Services*;
- b. Authorize the Human Resource Agency Director, or his designee, to execute said Memorandum of Understanding; and
- c. Authorize the Human Resource Agency Director, or his designee, to amend the Memorandum of Understanding contingent upon County Counsel review and approval.

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

21. **Public Works & Development Services Agency/Department of Finance**

Matter: Recommendation of Public Works and Development Services Agency Director Doug Holvik to approve the following budget so that deposits and expenditures may be made through the County Advertising Fund for the California State Fair Booth Project:

Department	Service Acct	Department Name	Budget Amount
Public Works & Development Services Agency	GL#01401140	Advertising County Resources	\$6,000.00

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

**11:02 a.m. –Assistant Clerk of the Board Sandy Kennedy Entered the Meeting and Deputy Clerk Debbie Lambert Left the Meeting**

22. **Public Hearing**

Also Present: Don Santoro, Director of Finance  
Mike Cassetta, Health Services Director

Matter: Pursuant to affidavit of publication on file in the office of the County Clerk, hold Public Hearing to consider the following:

- a. Accept and approve the Revenue, Expenditure and Fiscal Committee's budget changes; and
- b. Adopt Resolution 2001-93 "*Adopting 2001-2002 Final Budget*".

Proceedings:

- a. The Chairman opened the aforesaid matter for public hearing;
- b. Mr. Santoro reviewed the budget process and commended the departments for efforts in reducing budgets, which resulted with a balanced budget;
- c. Mr. Cassetta advised the Board that he fully supports Mr. Santoro's efforts in the budget process, and that the change in dental from Health Services Trust represents a cash flow which is built reserve until reimbursement from state funds, and may need to increase until reimbursement is received by the State;
- d. Mr. Santoro advised that approximately \$500,000 has been set aside for negotiated increases for County employees;

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- e. The Chairman called for comments from Board members; whereupon Supervisor Sprague recommended that discussion be held at a future meeting regarding the restructuring of the budget process with the Board's involvement; Supervisor McGowan advised that the Economic Development costs will come back to the County's budget, as they are temporarily contracted out;
- f. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments; and
- g. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;
- h. On motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to conclude hearing, decide matter, and adopt Resolution 2001-93 and approve (a-1) as listed in the aforesaid matter; and
- i. Supervisor Freeman advised he has been asked by the Department of Finance that CSAC become more engaged in next year's State budget process, and will be appointing a group of department heads through CSAC to assist in preparing State budgets.

<b>ADJOURN TO A MEETING OF THE GLENN COUNTY AIR POLLUTION CONTROL DISTRICT</b>
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23. **Public Hearing**

- Also Present: Don Santoro, Director of Finance  
Candis Woods, Administrative Services Officer, Agricultural Commissioner
- Matter: Pursuant to affidavit of publication on file in the office of the County Clerk, hold Public Hearing to consider adoption of Resolution 2001-05 "*Adopting the 2001-2002 Air Pollution Control District Budget*".
- Proceedings:
- a. The Chairman opened the aforesaid matter for public hearing;
  - b. Mrs. Woods reviewed the following matters, which may require the request of additional funding:
    - (1) Due to the salary survey and increases, the Department has had to use their reserve, and requested \$10,000.00 during the budget process, which was denied;
    - (2) Funds for the Carl Moyer Program were cut, and with the \$150,000.00 allocated by the State, the County is unable to meet their match; whereupon Supervisor Bungarz advised that the program is a replacement of diesel engines, helps the Ag industry, and is a good return at 4:1; and
    - (3) Upon meeting with the Citizens Advisory Committee, found there is a need to increase emission fees and fees required by the implementation of Title 17 pertaining to burns
  - 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; and
  - e. On motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to conclude hearing, decide matter, and adopt Resolution 2001-05.

<b>ADJOURN TO A MEETING OF THE GLENN COUNTY BOARD OF SUPERVISORS</b>
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24. **Department of Finance/Resolution/County Administrative Manual**

Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to adopt Resolution 2001-94 "*Adding Chapter 5.15 – Grants Policy to the County Administrative Manual*", for the purpose of complying with the State Controller's manual for maintaining proper grant inventory.  
Proceedings: a. Mr. Santoro advised that the Grants Policy is for accountability purposes;  
b. Cheryl Hagen advised that the Human Resource Agency supports the policy, as the department carries many grants, and proves to be a good tracking system  
Motion/Second: Supervisor McGowan/Supervisor Bungarz  
Order: Adopt Resolution 2001-94  
Vote: Unanimous.

25. **Department of Finance**

Also Present: Don Santoro, Director of Finance  
Matter: Recommendation of Mr. Santoro to approve cash advance of \$5,000 from the General Fund to the Blood Alcohol Fund to pay current billings to the State of California.  
Motion/Second: Supervisor Bungarz/Supervisor Sprague  
Order: Approve the aforesaid matter  
Vote: Unanimous.

**11:31 a.m. -- The Chairman Called the Meeting in Recess**

**11:35 a.m. -- The Chairman Called the Meeting to Order**

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

Also Present: Douglas Holvik, Public Works and Development Services Agency Director  
Bob Johnson, Deputy Director of Public Works Operation and Maintenance  
Matter: Recommendation of Mr. Holvik to authorize Director to execute Lease-Purchase Agreement with the lowest responsible bidder for two asphalt patch trucks. (Contingent upon County Counsel review and approval)  
Proceedings: a. Mr. Johnson submitted *Lease-Purchase of Two (2) Four Yard Asphalt Patch Trucks for Glenn County Road Department*; and  
b. Mr. Holvik reviewed the aforesaid matter; discussion was held regarding the lease payment; and Mr. Johnson advised that trucks would be delivered in January  
Motion/Second: Supervisor Bungarz/Supervisor Sprague  
Order: Authorize the Director of Public Works to execute lease-purchase agreement with Riverview International, contingent on County Counsel review and approval.  
Vote: Unanimous.

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

Also Present: Douglas Holvik, Public Works and Development Services Agency Director  
Wayne Gunter, Hamilton City Community Services District  
Jose Puente, Hamilton City Community Services District  
Bill Paris, Attorney  
Matter: Recommendation of Mr. Holvik to review and hold discussion for possible action regarding Department of Water Resources Agreement No. 166324 – Hamilton City Local Feasibility Cost Sharing Agreement. If approved, authorize the Chairman to execute Agreement and determine funding source for County match.  
Proceedings: a. Mr. Holvik introduced those present from Hamilton City Community Services District and advised the Board that the project has two phases, with the County responsible for a quarter of the cost of \$600,000, totaling \$150,000, \$75,000 for each phase, contingent on the budget of the State, and that the County could be committing up to \$300,000; also advised that the District has \$66,000 for phase 1/Levee Alignment, and advised of the importance of the project, and that the Hamilton City Community Services District will proceed in forming a community services district under the existing District, or a separate District under the County; and advised of the need for commitment of a Memorandum of Understanding between the Hamilton City Community Services District and the County;

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- b. Mr. Paris, on behalf of the District, expressed his gratitude to the County for the support in this important issue; reviewed the project process of each phase, advised that it is not the intent of the District that the County fund the project, however, requested the Board's support;
- c. It was announced the Levee Festival would be held on October 14, 2001;
- d. On motion of Supervisor Bungarz, seconded by Supervisor Sprague, it was unanimously ordered to authorize the Chairman to execute the Agreement, contingent on a Memorandum of Understanding between the Hamilton City Community Services District and the County which sets forth the intent of the parties that a local entity be formed and that the steps, set forth therein, be taken in order to create the District along with the timeline for putting the matter before the voters, as will be required under Prop 218, and to accept the funds from the Hamilton City Community Services District and direct the Director of Finance to place those funds in a special trust account, not to co-mingle with any other county funds, to be used for the execution of Phase 1 of the Agreement; and
- e. Supervisor Sprague advised of alternatives to funding, and recommended, should the District hit a stumbling block prior to the District becoming formed, that the County step in to assume the responsibility of maintenance, which will keep the process moving forward, and suggested that the Board be informed by Public Works and the District in the event of problems, so that the Board can take the appropriate action.

28. **Health Services Agency**

Also Present: Mike Cassetta, Health Services Agency Director  
Cliff Hookins, Health Services Chief Deputy Director  
Kathy Montero, Health Services Program Manager  
Chris Applegate, Human Resources Social Services Deputy Director  
Scott Gruendl, Human Resources Administration Deputy Director

Matter: Recommendation of Mr. Cassetta to authorize the Health Services Director, or his designee, to negotiate a Lease Agreement for office space at 604 East Walker Street, Orland, for Health Services activities for north county residents.

Proceedings: Mr. Cassetta reviewed the aforesaid matter

Motion/Second: Supervisor Freeman/Supervisor McGowan

Order: Approve the aforesaid matter

Vote: Unanimous.

29. **Personnel**

Also Present: John Greco, Personnel Director

Matter: Recommendation of Mr. Greco to authorize the Chairman to execute *Agreement Between the County of Glenn and Enloe Medical Center*, for the purpose of Pre-employment Physical Examination Services, for fiscal years 2000/01 and 2001/02.

Proceedings: Mr. Greco reviewed the aforesaid matter

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

30. **Miscellaneous**

Matter: Pursuant to letter from Ron Di Cristina dated August 8, 2001, hold discussion for possible action regarding poor AT&T Broadband Cable TV service.

Proceedings: Supervisor Bungarz reviewed the aforesaid matter and recommended that County Counsel write a letter regarding this matter

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Authorize County Counsel to write a letter to AT&T Broadband Cable expressing concerns and request a solution regarding the service in Glenn County

Vote: Unanimous.

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31. **Glenn County Sheriff's Posse/Planning Division**  
Matter: Pursuant to letter from the Glenn County Sheriff's Posse, consider waiver of the Use Permit Fee of \$1,927.00 for construction of a metal building.  
Proceedings: Discussion was held regarding the appropriate process that should be followed  
Motion/Second: Supervisor Sprague/Supervisor Freeman  
Order: Authorize waiver of fees conditioned upon following the rest of the process with the appropriate approvals  
Vote: Unanimous.
32. **Miscellaneous**  
Matter: Recommendation of Supervisor Bungarz to execute letter to California Department of Finance electing to receive full payment of Federal Forest Reserve Payments, defined as the County's share of the average of the three highest forest reserve payments made to the State during the fiscal years 1986 through 1999, and to set aside 15% for projects.  
Motion/Second: Supervisor Sprague/Supervisor Bungarz  
Order: Approve the aforesaid matter  
Vote: Unanimous.
33. **Miscellaneous**  
Matter: Recommendation of Supervisor Bungarz to execute letter to USDA Forest Service-CAT supporting modification to the Roadless Area Conservation Rule that considers the need to access the national forests to provide for Congressionally mandated multiple uses.  
Motion/Second: Supervisor Sprague/Supervisor Freeman  
Order: Approve the aforesaid matter  
Vote: Unanimous.
34. **NorthWest Sacramento Province Advisory Committee**  
Matter: Request of Supervisor Freeman to execute letter of authorization, which authorizes him to replace John Benoit as the County's representative to the NorthWest Sacramento Province Advisory Committee.  
Motion/Second: Supervisor Bungarz/Supervisor McGowan  
Order: Approve the aforesaid matter and appoint Supervisor Bungarz as alternate  
Vote: Unanimous.
35. **Public Works & Development Services Agency/Department of Finance**  
Matter: Recommendation of Public Works and Development Services Agency Director Doug Holvik to appoint Assistant Director Tom Varga as an Assistant Purchasing Agent, and give signature authority to Mr. Varga within the Public Works & Development Services Agency, authorizing purchasing and execution of all documents for all divisions/funds under the Public Works Department.  
Motion/Second: Supervisor Bungarz/Supervisor McGowan  
Order: Approve the aforesaid matter  
Vote: Unanimous.
36. **Human Resource Agency**  
Matter: Information Policy Briefings from Brookings Institute regarding the impacts of the 1996 National Welfare Reform Legislation, known as the Temporary Assistance for Needy Families (TANF) program.  
Proceedings: No action taken on the above matter.

**12:15 p.m. -- The Chairman Called the Meeting in Recess to 1:30 p.m.**

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**AFTERNOON SESSION**

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 1:34 p.m., with members as follows:

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

37. **Closed Session**

Matter: Adjourn to Closed Session pursuant to Government Code Section 54957 to hold Public Employee Performance Evaluation for Personnel Director John Greco.  
Proceedings: The Chairman announced that the Close Session is to be continued to September 4, 2001  
Motion/Second: Chairman Direction  
Order: Adjourn to Closed Session

31. The Chairman adjourned the meeting at 3:26 p.m.

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KEITH HANSEN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: \_\_\_\_\_  
Sandy Kennedy, Assistant Clerk of the Board

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"**

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.  
 Motion/Second: Supervisor Freeman/Supervisor Bungarz  
 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.
Marin John A Trs Etal	013-23-0-003-0	2001-2002	12B
Taylor WM H & Carolyn Co-Trs Etal	014-05-0-001-9	2001-2002	13B
Parisio Patricia Trs	014-07-0-004-0	2001-2002	15B
Johnson Christopher J Etal	014-15-0-020-0	2001-2002	24B
Hanks Caryl Trs Etal	014-17-0-021-0	2001-2002	26B
Ehorn Marya L	018-02-0-080-0	2001-2002	46B
Trevlac Farms	019-06-0-005-9	2001-2002	50B
Hanks Caryl Trs Etal	014-17-0-042-0	2001-2002	29B
Janos Andrew C & Gerda R C/P	014-17-0-043-0	2001-2002	31B
Barceloux Oreon H Le	015-09-0-007-9	2001-2002	34B
Barceloux Oreon Le.	015-14-0-005-9	2001-2002	37B
Oglesby Richard & Shirley J/T	016-14-0-002-0	2001-2002	38B
Spurlock James Marshall Etal	017-28-0-001-0	2001-2002	44B
Otterson Bert E Etal	021-02-0-002-9	2001-2002	60B
Feeney Patrick Jr	021-03-0-038-0	1999-2000	331B
Feeney Patrick Jr.	021-03-0-038-0	2001-2002	61B
Ross Gary Samuel Etal	024-15-0-012-9	2001-2002	66B
Gonsalves Frank & Colette Trs	024-15-0-029-9	2001-2002	67B
DMG Farms Inc	024-18-0-002-0	2001-2002	69B
Foley Patrick Trs	024-22-0-001-9	2001-2002	70B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds for fiscal year 2000/2001:

Trans No.	Department	Description	Amount
5523	Mental Health	To recognize increased revenue and expense due to added contract for Youth for Change	\$ 70,880.00
5524	Health Education	To realign budget to actual figures	\$ 976.00
5525	California Children's Services	To recognize realignment growth	\$ 20,000.00
5526	Realignment Trust	To recognize realignment growth	\$ 74,068.00

c. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds for fiscal year 2001/2002:

Trans No.	Department	Description	Amount
5011	Human Resource Agency/Community Action Division	Appropriate to purchase computer for the Community Action fiscal unit.	\$ 1,500.00

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d. **Disposition of County Property**

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

Department	Description	Tag #	Disposition
2280/Planning	HP ScanJet	4373	Sell at County Auction/Scrap
2280/Planning	Apple Laserwriter IINT	3417	Sell at County Auction/Scrap

e. **Resolution/Personnel/County Administrative Manual**

Upon the recommendation of Personnel Director John Greco, adopted Resolution 2001-83 "Amending Section 10.12.22 'Group Insurance Coverage' of the Personnel Policy of the County of Glenn" in the County Administrative Manual, which increases the County's contribution for Group Health Insurance for non-represented employees to be comparable to the increases granted to represented employees, and reflects the increase in Life Insurance Coverage for Department Heads.

f. **Resolution/Personnel/County Administrative Manual**

Pursuant to Minute Order 5 of April 17, 2001 and upon the recommendation of Personnel Director John Greco, adopted Resolution 2001-84 "Amending Section 10.12.23 'Annual Leave' of the Personnel Policy" in the County Administrative Manual, which allows department heads to cash-out up to 40 hours of Annual Leave at the end of each calendar year and provides elected department heads with 40 hours of base pay in lieu of Annual Leave.

g. **Resolution/Public Works & Development Services Agency/Assessor/Clerk/Recorder**

Upon the recommendation of Personnel Director John Greco, adopted Resolution 2001-85 "Amending the Position Allocation List for the Public Works and Development Services Agency and the Position Allocation List for the Assessor/Clerk/Recorder".

h. **Director of Finance**

Upon the recommendation of Director of Finance Don Santoro, approved Budget Transfer No. 5522 to cover various overdrawn objects for 2000/2001 fiscal year end.

i. **Health Services Agency**

Upon the recommendation of Health Services Director Mike Cassetta, executed *Declaration of Intent Not to Apply for Rural Health Services Program Funding Fiscal Year (FY) 2001-02* so that the County will benefit from those funds without having to meet the financial Maintenance of Effort (MOE) for Proposition 99. (County Contract 299)

j. **Health Services Agency**

Upon the recommendation of Health Services Director Mike Cassetta, executed *Amendment to Agreement for Telephone Service with Ben Lopez, Communicare Fiscal Year 2000/2001* which includes the Language Line Services "not to exceed" amount of \$1,500.00 per month. (County Contract 1207)

k. **Health Services Agency**

Upon the recommendation of Health Services Director Mike Cassetta, executed *Amendment to Agreement for Telephone Service with Ben Lopez, Communicare Fiscal Year 2001/2002*, which increases monthly rate for services provided to \$527.20 per month. (County Contract 1207)

l. **Health Services Agency**

Upon the recommendation of Health Services Director Mike Cassetta, executed *Agreement for Medical Transcription Services*, amount "not-to-exceed" \$23,000.00, for fiscal year 2001/2002. (County Contract 1631)

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- m. **Health Services Agency**  
Upon the recommendation of Health Services Director Mike Cassetta, executed *Amendment to Agreement with Orland Family Health Center* for dental services, which increases the "not-to-exceed" amount to \$31,456.00 for fiscal year 2000/2001. (County Contract 1492)
- n. **Health Services Agency**  
Upon the recommendation of Health Services Director Mike Cassetta, executed *Extension of Agreement with the Inkwell*, which extends the contract to fiscal year 2000/2001. (County Contract 1645)
- o. **Health Services Agency**  
Upon the recommendation of Health Services Director Mike Cassetta, executed *Extension #3 of Lease for Day Treatment Program* held at 628 1<sup>st</sup> Street, Orland, with Floyd Miller for fiscal year 2001/2002. (County Contract 1316)
- p. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:  
  - (1) Approved *Agreement for Training Services* for Eligibility Workers with the University of California, Davis, for fiscal year 2001/2002;
  - (2) Authorized the Human Resource Agency Director, or his designee, to execute said Agreement; and
  - (3) Authorized the Human Resource Agency Director, or his designee, to amend Agreement subject to County Counsel review and approval.
- q. **Human Resource Agency**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:  
  - (1) Approved the 2001-2002 Work Investment Act (WIA) Title IB Contracts with North Central Counties Consortium (NCCC) for WIA funding;
  - (2) Authorized the Human Resource Agency Director, or his designee, to execute said Contracts and administer the provisions of the WIAS programs as a public entity, executing required agreements, amendments, subcontracts and other documents necessary to provide services; and
  - (3) Authorized the Human Resource Agency Director, or his designee, to amend the above Contracts contingent upon County Counsel review and approval.
- r. **Human Resource Agency-Social Services Division/Probation**  
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:  
  - (1) Approved *Amendment No. 2 to the Memorandum of Understanding Between the Glenn County Human Resource Agency, Social Services Division and the Glenn County Probation Department for Domestic Violence Prevention*, which extends the term to fiscal year, 2001/2002;
  - (2) Authorized the Human Resource Agency Director, or his designee, to execute the Memorandum of Understanding; and
  - (3) Authorized the Human Resource Agency Director, or his designee, to amend or modify the Memorandum of Understanding contingent upon County Counsel review and approval.
- s. **Public Works & Development Services Agency**  
Upon the recommendation of Public Works & Development Services Agency Director Doug Holvik, executed the *Disadvantage Business Enterprise Program* with a reviewed Overall Goal of 10%, and forward executed original to Caltrans, District 3. (Contingent upon County Counsel review and approval)

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t. **Human Resource Agency/Department of Finance**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the line item budget for United Way Award, as follows:

Department	Service Account	Department Name	Budget Amount
Community Action	GL #04999510	United Way	\$21,340.00

u. **Human Resource Agency**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the line item budget for Department of Energy Award, as follows:

Department	Service Account	Department Name	Budget Amount
Community Action	GL #04999618	DOE-Weatherization 2001	\$18,434.00

v. **Probation**

Upon the recommendation of Chief Probation Officer Linda Shelton, approved payment of Blue Claim of \$1,465.42 for uniform shirts, and any future claims for uniform shirts if budgeted.

w. **Glenn County Local Child Care Planning**

Upon the recommendation of the Glenn County Local Child Care Planning Council, reappointed the following appointees to serve terms from September 29, 2001 to September 29, 2004:

Appointee	Area of Representation
Carolyn Bird	Child Care Provider Representative
Colleen Ellis	Public Agency Representative

x. **Glenn County Water Advisory Committee**

Notice of Unscheduled Vacancy being posted, and no response being received thereto, appointed of Van Tenney to the Glenn County Water Advisory Committee to fill the vacancy of Sandy Denn, for the term August 13, 2001 to serve at the Pleasure of the Board of Supervisors.