

# Glenn County Board of Supervisors

Charles Harris, Sr. District 1  
 Gary Freeman, District 2  
 Dick Mudd, District 3

## MEETING MINUTES

Denny Bungarz, District 4  
 Keith Hansen, District 5  
 Norman Herring, County Counsel

**October 6, 1998**

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:01 a.m., with members as follows:

**Present:** Supervisors Hansen, Harris, Bungarz, and Mudd (Chairman)  
**Absent:** Supervisor Freeman  
**Also Present:** Norman Herring, County Counsel  
 Sandra Pergson, Deputy Clerk

### THE PLEDGE OF ALLEGIANCE WAS RECITED

#### **1. Minutes**

**Matter:** Approve the Minutes of September 29, 1998.  
**Motion/Second :** Chairman direction  
**Order:** Continue Minutes to October 20, 1998.

#### **2. Consent Calendar**

**Matter:** Review and take actions related to the Consent Calendar set forth on [Attachment "A."](#)  
**Motion/Second :** Supervisor Bungarz/Supervisor Hansen  
**Order:** Approve Consent Calendar as set forth on Attachment A  
**Vote:** Unanimous by members present.

#### **3. Human Resource Agency**

**Also Present:** Kim Gaghagen, Human Resource Agency Director  
 Karen Hansen, Housing Rehabilitation Manager  
**Matter:** Present service pin to Human Resource Agency employee Anita J. Perez in recognition of her ten years of service to the County of Glenn.  
**Proceedings:** Mr. Gaghagen advised that Anita Perez could not be present, and that Karen Hansen would be accepting pin for Ms. Perez; whereby the Chairman presented pin to Ms. Hansen.

#### **4. 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. Various issues and reports were given by Supervisors;
- b. Kim Gaghagen spoke regarding matter scheduled on agenda for this date regarding County employee applying for assistance through the State of California Community Development Block Grant First Time Homebuyers Program, and also Mr. Gaghagen advised that October is Domestic Violence Month and passed out ribbons to Supervisors and staff;
- c. Scott Schimke, Joint Powers Authority Risk Manger spoke regarding excess line of insurance for county employees to buy car and homeowners insurance;
- d. Tom Tinsley, Public Works Director spoke, and advised County Road 302 and bridge replacement on Road 303 had been approved by FEMA, and also Cal Trans will do repairs on

Highway 99, Riz Rod, and County Road P.

## **5. Human Resource Agency**

**Matter:** Recommendation of Human Resource Agency Director Kim Gaghagen to adopt Resolution 98-210 *"Submittal of Application to Participate in the Sixth Round of Funding for Emergency Housing and Assistance Program Through the California Department of Housing and Community Development on Behalf of Colusa County."*

**Motion/Second :** Supervisor Bungarz/Supervisor Harris

**Order:** Adopt Resolution 98-210

**Vote:** Unanimous by members present.

## **6. Human Resource Agency**

**Matter:** Recommendation of Human Resource Agency Director Kim Gaghagen to adopt Resolution 98-211 *"Submittal of Application to Participate in the Sixth Round of Funding for Emergency Housing and Assistance Program Through the California Department of Housing and Community Development on Behalf of Glenn County."*

**Motion/Second :** Supervisor Bungarz/Supervisor Hansen

**Order:** Adopt Resolution 98-211

**Vote:** Unanimous by members present.

## **7. Public Works**

**Matter:** Recommendation of Public Works Director Tom Tinsley to adopt Resolution 98-212 *"Requesting the Recognition of State Purchasing Policies, Regulations, Requirements and Program Administration Procedures for the Implementation of AB939 Programs."*

**Motion/Second :** Supervisor Hansen/Supervisor Bungarz

**Order:** Adopt Resolution 98-212

**Vote:** Unanimous by members present.

## **8. Public Works**

**Matter:** Recommendation of Public Works Director Tom Tinsley to adopt Resolution 98-213 *"Requesting the Establishment of a Re-Refined Oil Use and Purchasing Policy in all County Vehicles and Equipment."*

**Motion/Second :** Supervisor Hansen/Supervisor Bungarz

**Order:** Adopt Resolution 98-213

**Vote:** Unanimous by members present.

## **9. Public Works**

**Matter:** Pursuant to this matter being continued, on recommendation of Public Works Director Tom Tinsley, adopt Resolution *"Amending the Position Allocation List for the Public Works Department Adding Road Maintenance Worker I, II, and III, Lead Road Maintenance Worker, and Lead Traffic Maintenance Worker Positions."*

**Proceedings:** Mr. Tinsley requested this matter be continued to November 3, 1998 meeting; whereupon the Chairman ordered that this matter be continued as requested by Mr. Tinsley.

## **10. Office Of Education**

**Matter:** Recommendation of Cheryl Giscombe, Office of Education, execute County Priorities Report Form, which will identify the most underserved areas/communities in the county needing child care services.

**Motion/Second :** Supervisor Bungarz/Supervisor Harris

**Order:** Approve the aforesaid matter

**Vote:** Unanimous by members present.

## **11. Health Services**

**Matter:** Recommendation of Health Services Director Mike Cassetta to execute Lease for Day Treatment Program for fiscal year 1998/99 with Floyd Miller which provides perinatal services to women abusing or who have abused substances while parenting and/or pregnant.

**Motion/Second :** Supervisor Bungarz/Supervisor Hansen

**Order:** Approve the aforesaid matter

**Vote:** Unanimous by members present.

## **12. Public Works**

**Matter:** Pursuant to this matter being continued, on recommendation of Public Works Director Tom Tinsley to:

- a. Approve Findings of Fact for a sole source purchase of a 60 ton lowbed trailer without competitive bidding;
- b. Approve purchase of a new 1998 Cozad 60 ton Expando Trailer from Cozad Trailer Sales of Stockton, CA for purchase price of \$51,265.50;
- c. Approve trade in of one 1993 Cozad 8-tire, 2-axle trailer for \$24,000.00, making final balance of (b) above \$27,265.50; and
- d. Authorize the Public Works Director to execute Contract.

**Motion/Second :** Supervisor Bungarz/Supervisor Harris

**Order:** Approve matters as set forth above

**Vote:** Ayes: Supervisors Bungarz, Harris, and Mudd

Noes: Supervisor Hansen

Absent: Supervisor Freeman.

### **13. Department of Water Resources**

**Also Present:** Glyn Echols, Department of Water Resources

**Matter:** Presentation by Mr. Echols of various matters relating to Department of Water Resources Offstream Storage Investigation.

**Proceedings:** Mr. Echols submitted and reviewed Department of Water Resources offstream storage Investigation Presentation outline (10/6/98), with no action taken.

**10:03 a.m. – The Chairman Called The Meeting In Recess**

**10:09 a.m. – The Chairman Called The Meeting To Order**

### **14. Sheriff/Finance Department**

**Also Present:** Joe Sites, Director of Finance

**Matter:** Pursuant to Minute Order 8 of September 15, 1998, consider responses of Sheriff Donnelley, and Mr. Sites regarding letter from State Department of Boating and Waterways, addressed to Sheriff Donnelley, in accordance with section 663.7 (c) of the Harbors and Navigation Code, regarding authorization for 1998/99 fiscal year boating safety and enforcement program as follows: County boat taxes \$3,663.00, and State financial aid \$108,111.00, for program total of \$111,774.00.

**Proceedings:** Mr. Sites submitted and advised of memorandum dated September 2, 1998, which stated the correct fiscal year as 1998/99, with no action taken

### **15. Clerk-Recorder**

**Matter:** Recommendation of Clerk-Recorder Vince Minto to authorize Mr. Minto to destroy birth records from 1925 to 1974, and death records from 1918 to 1974, that were maintained by the City, and have been compared to the records in the Recorder's Office and are now duplicates and not used.

**Motion/Second :** Supervisor Bungarz/Supervisor Harris

**Order:** Approve the aforesaid matter

**Vote:** Unanimous by members present.

### **16. Courts**

**Matter:** Recommendation of Supervisor Bungarz to consider allocating from General Fund Contingency, for a one time funding, the following amounts to assist existing Grant funds in starting a Drug Court for Glenn County:

- a. \$18,020.00 to fund the Drug Court Coordinator from part time for full time;
- b. \$6,000.00 for increased drug testing through the Probation Department;
- c. \$18,700.00 for enhanced Probation Officer time, .5 FTE;
- d. \$3,000.00 increased availability of residential beds for Drug Court participants; and
- e. \$45,720.00 total from General fund Contingency.

**Proceedings:**

- a. Supervisor Bungarz reviewed the aforesaid matter;

- b. Mike Cassetta, Health Services Director, Kim Gaghagen, Human Resource Agency Director, and Wayne Landberg, Chief Probation Officer, spoke in support of matter;
- c. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was unanimously ordered by members present to approve matters as set forth in (a) through (e) above; and
- d. The Chairman ordered that Director of Finance Joe Sites be requested to bring to the Board of October 20, 1998 the balance of General Fund Contingency.

### **17. Tri-County Economic Development Board**

**Matter:** Reappoint Gary Freeman to the Tri-County Economic Development Board for a four year term to July 1, 2001, pursuant to term having expired on July 1, 1998.

**Motion/Second :** Supervisor Bungarz/Supervisor Hansen

**Order:** Reappoint Gary Freeman as set forth above

**Vote:** Unanimous by members present.

### **18. Human Resource Agency**

**Matter:** Recommendation of Human Resource Agency Director Kim Gaghagen to approve sole source purchase of three previously owned 1998 Mercury Mystique automobiles from Hoblit Motors, Colusa, for a total purchase price of \$35,377.00, based on Findings set forth therein.

**Motion/Second :** Supervisor Bungarz/Supervisor Harris

**Order:** Approve the aforesaid matter

**Vote:** Unanimous by members present.

### **19. California State Association of Counties**

**Matter:** Recommendation of Supervisor Bungarz to approve a letter of endorsement for Supervisor Gary Freeman to use in his efforts to become California State Association of Counties Second Vice-President, and authorize the Chairman to execute letter.

**Motion/Second :** Supervisor Bungarz/Supervisor Hansen

**Order:** Approve matter as set forth above

**Vote:** Unanimous by members present.

### **20. Miscellaneous**

**Matter:** Various matters as set forth on the agenda

**Proceedings:** The following items were considered, with no action taken.

- a. Letter dated September 28, 1998 from Wayne Landberg, Chief Probation Officer, advising of his resignation as Chief Probation Officer effective October 30, 1998 at 5:00 p.m.
- b. Disclosure from Human Resource Agency Director Kim Gaghagen regarding County Employee applying for assistance through the State of California Community Development Block Grant First Time Homebuyers Program, and upon opinion of County Counsel that there is no conflict of interest, and employee is eligible to participate in the CDBG First Time Home Buyers Program.
- c. Reports from California Department of Forestry and Fire Protection, Office of the State Fire Marshal advising of results of inspections for the Glenn County Jail, Jane Hahn Juvenile Center, and Glenn County Sheriff Substation.

### **21. Closed Session**

**Matter:** Adjourn to Closed Session pursuant to Government Code Section 54957.6 to receive information from and provide instructions to the County's Chief Negotiator regarding negotiations with Glenn County Employees Association, and Deputy Sheriff's Association.

**Proceedings:** The Chairman announced the aforesaid matter

**Motion/Second :** Chairman direction

**Order:** Adjourn to Closed Session.

22. The Chairman adjourned the meeting.

## ATTACHMENT 'A'

**2. Consent Calendar**

**Matter:** Review and take actions related to the Consent Calendar

**Motion/Second :** Supervisor Bungarz/Supervisor Hansen

**Order:** Approve the aforesaid matters as set forth below

**Vote:** Unanimous.

**a. Fund Transfers**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	\$ Amount
5043	Sheriff	To move block grant funds from expenses paid in Sheriff's budget & Drug Enforcement Trust	800.32

**b. Disposition of County Property**

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

Department	Description	Tag #	Disposition
Data Processing	Ethernet Adapters/Exodus/Macs	4489	Give to Schools

**c. Finance Department**

Upon the recommendation of Director of Finance Joe Sites, adopted Resolution 98-209 "Authorizing Loan for Funding of the Replacement of Fuel Storage Tanks."

**d. Probation Department**

Upon the recommendation of Chief Probation Officer Wayne Landberg executed Agreement with Fout Springs Youth Facility on a space-available basis. (County Contract 66)

**e. Cooperative Extension**

Upon the recommendation of County Director Bill Krueger, Cooperative Extension:

- (1) Approved delegation of purchasing authority to Bill Kruger, Doug Munier and Jody Samons; and
- (2) Approved Cooperative Extension Purchasing Policy.

**f. Human Resource Agency**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved line item budget Community Action, G/L 0499-9552/JL 0499-9552, CSBG Discretionary, 1998/1999 for \$75,000.00.