

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

Tuesday, November 21, 2000

Superintendent of Schools Joni Samples called a duly noticed informal meeting of the Board of Supervisors and the Management Council 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 Harris, Hansen, Mudd, Bungarz and Freeman (Chairman)

Also Present: Norman Herring, County Counsel
Vince Minto, 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. Various reports were given and updates received, with no action taken.
b. Mrs. Samples adjourned the meeting.

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, Hansen, Harris, Mudd, and Freeman (Chairman)

Also Present: Norman Herring, County Counsel
Sandra Pergson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes

Matter: Approve the Minutes of October 31, 2000 and November 7, 2000.

Motion/Second: Supervisor Mudd/Supervisor Hansen

Order: Approve the aforesaid Minutes with correction to Minute Order 11 of November 7, 2000 to reflect that North Willows Community Service Area Committee should be North Willows County Service Area Advisory Committee members

Vote: Unanimous.

2. Consent Calendar

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

Motion/Second: Supervisor Hansen/Supervisor Bungarz

Order: Approve matters as set forth in Attachment "A"

Vote: Unanimous.

3. Unscheduled Matters

Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.

Proceedings: a. Various reports were given and updates received, with no action taken;
b. Kim Gaghagen, Human Resource Agency Director spoke regarding 25 year employee Elberta Steagall, commending her for her years with the county; whereupon, the Board, by a general consensus, advised they would send a letter commending Elberta Steagall for her years of service to the county; and
c. Later this date, Public Works and Development Services Agency Director Tom Tinsley advised the levee repair work in Hamilton City is beginning today.

4. Human Resource Agency/County Service Pin

Also Present: Kim Gaghagen, Human Resource Agency Director

Matter: a. Present County Service Pin in recognition of 20 years of service with the County of Glenn, to:
(1) James "Jake" Jacobs
(2) Linda M. Johnson
b. Present County Service Pin in recognition of 10 years of service with the County of Glenn, to:
(1) Jeanne Masters
(2) Linda Joseph

Proceedings: The Chairman presented pins to Linda Joseph and Jake Jacobs.

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5. **Human Resource Agency/Resolution**
Also Present: Kim Gaghagen, Human Resource Agency Director
Cheryl Hagen, Deputy Director, Community Action Division
Matter: Recommendation of Mr. Gaghagen to adopt Resolution 2000-138
"Authorizing the Application for Funding and Execution of Contract with Pacific Gas and Electric Company Energy Partners Program 2001 and Any Amendments Thereto" for energy efficiency and weatherization services to low-income residents of Colusa, Glenn, and Trinity Counties.
Motion/Second: Supervisor Bungarz/Supervisor Harris
Order: Adopt Resolution 2000-138
Vote: Unanimous.
6. **Human Resource Agency/Personnel/Resolution**
Also Present: Kim Gaghagen, Human Resource Agency Director
Cheryl Hagen, Deputy Director, Community Action Division
Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to adopt Resolution 2000-139 *"Amending the Position Allocation List for the Human Resource Agency"* to comply with the requirements of the Child Abuse Treatment Program grant.
Motion/Second: Supervisor Bungarz/Supervisor Harris
Order: Adopt Resolution 2000-139
Vote: Unanimous.
7. **Human Resource Agency/Resolution**
Also Present: Kim Gaghagen, Human Resource Agency Director
Cheryl Hagen, Deputy Director, Community Action Division
Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to adopt Resolutions that authorize the Director, or his designee, to execute application for funding, agreements, amendments, subcontracts and any other related documents to manage the program, as follows:
a. Resolution 2000-140 *"Submittal of Application to Participate in the Eighth Round of Funding for the Emergency Housing and Assistance Program Through the State of California Department of Housing and Community Development on Behalf of Colusa County"*;
b. Resolution 2000-141 *"Submittal of Application to Participate in the Eighth Round of Funding for the Emergency Housing and Assistance Program Through the State of California Department of Housing and Community Development on Behalf of Glenn County"*.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Adopt Resolution 2000-140 and Resolution 2000-141
Vote: Unanimous.
8. **Human Resource Agency**
Also Present: Kim Gaghagen, Human Resource Agency Director
Cheryl Hagen, Deputy Director, Community Action Division
Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:
a. Authorize the Director, or his designee, to execute Agreement with Carter Enterprises for purchase and installation of an electric gate for the Human Resource Agency Willows office, not to exceed \$9,280.00; and
b. Authorize the Director, or his designee, to amend the agreement covering the purchase and installation, subject to County Counsel review and approval.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve matters in (a) and (b) as set forth above
Vote: Unanimous.
9. **Human Resource Agency/Director of Finance**
Also Present: Don Santoro, Director of Finance
Kim Gaghagen, Human Resource Agency Director
Matter: Recommendation of Mr. Gaghagen to authorize the Director of Finance to establish a cash advancement not to exceed \$150,000.00 from the General Fund Contingency with the Human Resource Agency, Community Action Division, for the Workforce Investment Act.
Motion/Second: Supervisor Bungarz/Supervisor Mudd
Order: Approve matter as set forth above
Vote: Unanimous.

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10. **Director of Finance/Resolution**

Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to adopt Resolution 2000-142 "Amending Section 11.02.06 the Glenn County Administrative Manual" that requires employee awards over \$25.00 per employee be preapproved by the Board of Supervisors.
Motion/Second: Supervisor Bungarz/Supervisor Mudd
Order: Adopt Resolution 2000-142
Vote: Unanimous.

**9:50 a.m. -- The Chairman Called the Meeting in Recess
Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting
9:56 a.m. -- The Chairman Called the Meeting to Order**

11. **District Attorney**

Matter: Recommendation of District Attorney Robert Holzapfel to authorize District Attorney to execute Agreement with lowest cost quote, Matson & Isom Technology Consulting, for services and equipment to transit to a new child support software system as required by legislative mandate, amount not to exceed \$12,022.99.
Motion/Second: Supervisor Bungarz/Supervisor Harris
Order: Approve the aforesaid matter
Vote: Unanimous.

12. **Cooperative Extension**

Matter: Recommendation of County Director of Cooperative Extension Bill Krueger to authorize Administrative Analyst Jody Samons to execute Agreement with lowest cost quote, Matson & Isom Technology Consulting, for network server and software, for \$7,309.09.
Motion/Second: Supervisor Bungarz/Supervisor Harris
Order: Approve the aforesaid matter
Vote: Unanimous.

13. **Public Hearing**

Also Present: Bob Shadley, Sheriff-Coroner
Mary Beth Stanbery, Sheriff Support Services Supervisor
Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to appropriate Local Law Enforcement Block Grant 2000 for \$16,249.00, Safer Communities Technology Grant for \$109,377.00 and the Supplement Law Enforcement Services Funds as follows:

Division	Amount to be Appropriated
COPS	\$ 104,263.00
Jail	\$ 9,870.00

Proceedings: a. The Chairman opened the aforesaid matter for public hearing;
b. Sheriff Shadley reviewed the aforesaid matter, and advised that an additional \$20,000.00 will be allocated for video equipment outside the jail that will cover the court house entry;
c. The Chairman opened the hearing for public comments; whereupon, none having been heard, the Chairman closed the hearing to public comments;
d. On motion of Supervisor Harris, seconded by Supervisor Bungarz, it was unanimously ordered to conclude hearing, decide matter, and approve matter as set forth above.

14. **County Counsel**

Matter: Recommendation of County Counsel Norman Herring to execute the following contracts for interim legal services, as follows;
a. Jean Rumiano to review contracts as to form, resolutions, ordinance, and similar legal documents for \$150.00/hour, not to exceed \$6,000.00, term December 9, 2000 to June 30, 2001; and
b. John Kenny to advise and represent the Board of Supervisors, County officers, and County departments for \$140.00/hour for partners, \$125.00/hour for associates and \$65.00/hour for paralegals, plus direct costs.

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- Proceedings: County Counsel advised the \$6,000.00 limit for Jean Rumiano is to give the Board control over the Contract expenditure, and that Department Heads will access Jean Rumiano's services through the Legal Office Manager Penny Arnold.
- Motion/Second: Supervisor Bungarz/Supervisor Mudd
Order: Approve the aforesaid matter
Vote: Unanimous.
15. **Buildings & Grounds**
Matter: Recommendation of Building, Maintenance, and Inspection Director Dan Gardner to authorize Director to execute Purchase Agreement with North Valley Distributing for electrical and electronic products, not to exceed \$20,000.00 for fiscal year 2000/2001.
Motion/Second: Supervisor Hansen/Supervisor Mudd
Order: Approve the aforesaid matter
Vote: Unanimous.
16. **Elections**
Matter: Recommendation of Clerk-Recorder Vince Minto to accept and make official the Canvas and Statement of Vote for the Presidential General Election held on November 7, 2000.
Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.
17. **Public Works and Development Services Agency**
Matter: Recommendation of Public Works and Development Services Agency Director Tom Tinsley to authorize Public Works to purchase 10,000 gallon aboveground Aviation Fuel Storage Tank and 24-hour cardlock dispensing facility, and proceed with public notice of bids for the project as specified in Section 4.04.050 of the County Code.
Motion/Second: Supervisor Bungarz/Supervisor Harris
Order: Approve the aforesaid matter
Vote: Unanimous.
18. **Public Works and Development Services Agency-Airport**
Also Present: Tom Tinsley, Public Works and Development Services Agency Director
Matter: Recommendation of Mr. Tinsley to appropriate \$46,555.00 from General Fund Contingency to provide the 10% local match for the Caltrans Aeronautics grant funds of \$419,000.00 to:
a. Overlay Runway 16/34 and reconstruct the south ramp - \$399,000.00
b. Crack seal runways and taxiway - \$20,000.00.
Proceedings: a. Mr. Tinsley advised that Caltrans stated this is the last year the grant will be made available to Glenn County;
b. Supervisor Bungarz questioned Public Works ability to pay back the appropriated funds through personnel savings when the 24-hour fuel cardlock is in place;
c. Finance Director Don Santoro advised the Airports are an Enterprise Fund that should pay for themselves, and that the Accumulated Capitol Outlay fund is available and able to provide loans;
d. Upon the motion of Supervisor Harris, seconded by Supervisor Hansen, it was unanimously ordered to approve the aforesaid matter.
19. **Glenn County Resources Conservation District/Resolution**
Also Present: Bill Thornton, Director of Glenn County Resources Conservation District
Matter: Adopt and present Resolution 2000-137 "*Honoring Bill Thornton for his Service as a Glenn County Resources Conservation District Director*".
Proceedings: On motion of Supervisor Mudd, seconded by Supervisor Bungarz, it was unanimously ordered to adopt Resolution 2000-137; thereafter, the Chairman read aloud and presented the Resolution to Mr. Thornton.

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20. **Buildings & Grounds**

- Also Present: Dan Gardner, Building Maintenance & Inspection Director
Bendall Allen, Commander of the Veterans of Foreign War
- Matter: Recommendation of Mr. Gardner to consider request of the local Veterans of Foreign Wars (VFW) to reserve the Willows Memorial Hall auditorium for weekly Bingo games, and waive fee of \$25.00 per hour.
- Proceedings:
- a. Mr. Allen advised the Bingo games would be a fund raiser to profit their budget, of which 30% is spent on Educational Programs;
 - b. Chairman Freeman was concerned with the waiver being weekly, not one time;
 - c. Supervisor Hansen advised the Monday Afternoon Club is a low cost option, and that they need rent income;
 - d. It was the General Consensus of the Board to take no action on the aforesaid matter.

21. **Health Services Agency/Personnel**

- Also Present: Mike Cassetta, Health Services Director
Clifford Hookins, Deputy Director
Cecilia Hutsell, Deputy Director
- Matter: Recommendation of Mr. Cassetta to approve consolidation and re-organization of the Public Health Nursing Department and the Health Education Department.
- Proceedings:
- a. Health Education Program Director Sharon Gibbs advised that the Health Services Agency has increased from 12 to 15 employees to over 80 in the last eighteen years, and that reorganization was necessary so that the line staff has a contact person for direction; and
 - b. Mr. Cassetta advised that the recommended changes are in compliance with the Classification Study.
- Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

22. **Personnel**

- Also Present: John Greco, Personnel Director
- Matter: Request direction regarding changes in the Dental, Vision, Life and Short Term Disability Insurance programs.
- Proceedings: Mr. Greco advised there would be no changes in the Life and Short Term Disability Insurance Programs until 2001, that Vision would remain the same until 2002, and reviewed the changes in the Dental Programs and advised that after researching, the plans still had the best rate available
- Motion/Second: Supervisor Hansen/Supervisor Bungarz
Order: Authorize Personnel Director to execute Contracts for the Insurance Programs listed above
Vote: Unanimous.

23. **Personnel**

- Also Present: John Greco, Personnel Director
- Matter: Pursuant to Study Session held on November 14, 2000, and on Board of Supervisors direction, consider proposal by Mr. Greco for future recruitment of the Public Works Director.
- Proceedings:
- a. Mr. Greco distributed *Vendor Comparison*, which displays costs of recruiting and the cost savings of doing two recruitments at one time, advised that the Personnel Department cost does not include staff time, and that Personnel does not have the extensive data base Employment Vendors have;
 - b. Supervisors-elect Forrest Sprague and Tom McGowan opposed using an outside Vendor to recruit;
 - c. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, to work with L.B. Hayhurst & Associates for the recruitment of a Public Works and Development Services Director and County Counsel was denied by the following vote:
Ayes: Supervisors Bungarz and Freeman
Noes: Supervisors Harris, Mudd, and Hansen
 - d. The Chairman Ordered to agendaize appointing an interim Public Works and Development Services Agency Director, and discuss the recruitment of County Counsel and Public Works and Development Services Agency Director.

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24. **Probation**
Matter: Recommendation of Chief Probation Officer Linda Shelton to approve changing the Domestic Violence Program Specialist's employment status from Extra Help to Limited Term, effective November 12, 2000.
Motion/Second: Supervisor Hansen/Supervisor Mudd
Order: Approve the aforesaid matter
Vote: Unanimous.
25. **Miscellaneous**
Matter: Letter from the California Energy Commission advising that they will be accepting applications for its Light Emitting Diode Traffic Signal Conversion Program, which replaces incandescent traffic signals with light emitting diodes.
Proceedings: The Chairman ordered the aforesaid matter be referred to the Transportation Commission.
26. **Miscellaneous**
Matter: The following matters were reviewed with no action taken:
a. Carbon copy of letter from Senator Maurice Johannessen to Mr. Frank Michny, Regional Environmental Officer, Mid-Pacific Region, Bureau of Reclamation, Environmental Affairs Division, regarding his opposition to the notice issued to Central Valley Project Contractors that states the Bureau of Reclamation and the US Fish and Wildlife Service claim to have governing authority over private property rights because of their authority over water deliveries.
b. Auditor's Cash Report for the Month of October 31, 2000.
27. **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 the Glenn County Mid Management Association and General Unit (United Public Employees of California Local 792).
Proceedings: The Chairman announced the aforesaid matter and advised that closed session would continue to the afternoon session, due to a scheduled Glenn County Mid Management Association meeting at 12:00 p.m.
Motion/Second: Chairman Direction
Order: Adjourn to Closed Session.

11:59 a.m. -- The Chairman Called the Meeting in Recess to 2:00 p.m.

AFTERNOON SESSION

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 1:37 p.m., with members as follows:

Present: Supervisors Bungarz, Harris, Mudd, and Freeman (Chairman)

Absent: Supervisor Hansen

Also Present: Sandy Kennedy, Assistant Clerk of the Board

28. **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 the Glenn County Mid Management Association and General Unit (United Public Employees of California Local 792).
Proceedings: a. The Chairman announced the aforesaid matter;
b. As a result of Closed Session, the Chairman announced that the Memorandum of Understanding has been ratified by the Glenn County Mid Management Association, and directed the Personnel Director to bring back to the Board on December 5, 2000 for approval.
Motion/Second: Chairman Direction
Order: Adjourn to Closed Session.

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29. The Chairman adjourned the meeting at 1:42 p.m.

GARY FREEMAN, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY:

Sandra Pergson, Deputy Clerk

Distribution:	Board Members	HRA - Social Services	Orland Library
	Buildings & Grounds Dept.	Personnel Director	Willows Library
	County Counsel	Recorder	Enterprise-Record
	Finance Director	Resource, Planning &	Glenn-Colusa Newspaper
	Health Services Dept	Development Director	KIQS Radio Station
	HRA - Community Action	Public Works Director	Sacramento Valley Mirror

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ATTACHMENT "A"

2. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.
Motion/Second: Supervisor Hansen/Supervisor Bungarz
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
5069	Human Resource Agency - Community Action Division	To deobligate direct service loan funds for Community Development Block Grant 99-STBG-136 as they will not pass through Human Resource Agency	\$ 82,500.00
5074	Sheriff-Coroner	To transfer funds for purchase of three major crimes unit vehicles per Minute Order 22 of August 1, 2000	\$ 41,541.23

b. **Health Services**

Upon the recommendation of Health Services Agency Director Mike Cassetta, executed contract and certification statements for State Department of Health Services to claim reimbursement for Medi-Cal Administrative Activities, for fiscal year 2000/2001. (County Contract No. 778)

c. **Health Services**

Upon the recommendation of Health Services Agency Director Mike Cassetta, executed contract with Sierra Vista Hospital for mental health services, amount not to exceed \$15,000.00 for fiscal year 2000/2001.

d. **Probation**

Upon the recommendation of Chief Probation Officer Linda Shelton, approved reimbursement to employee who purchased emergency meals for victims involved in Domestic Violence Program, for \$9.16.