

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

December 1, 1998

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

Present: Supervisors Freeman, Hansen, Harris, Bungarz, and Mudd (Chairman)
Also Present: Norman Herring, County Counsel
Sandy Kennedy, Assistant Clerk-Board of Supervisors

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes

Matter: Approve the Minutes of November 17, 1998.

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid Minutes

Vote: Unanimous.

2. Consent Calendar

Matter: Review and take actions related to the Consent Calendar set forth on [Attachment "A."](#)

Motion/Second: Supervisor Bungarz/Supervisor Freeman

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 issues and reports were given by Supervisors;
- b. Resource Planning and Development
Resource Planning and Development Director John Benoit submitted and reviewed letter from US Department of Interior, Fish and Wildlife Service, regarding "Acquisition of Land in Glenn County", and recommended the need to respond to said letter;
 - (1) County Counsel Norm Herring spoke regarding provisions and regulations of Information's Act versus Privacy Act, and advised he would work with Mr. Benoit in drafting a letter of response;
 - (2) Supervisor Freeman stated the need to know where the land is, and how it would impact the County;
 - (3) Mr. Herring advised he would request needed information;
 - (4) No action was taken on this item, offered as information only.

4. Public Works

Matter: Recommendation of Public Works Director Tom Tinsley to execute Amendment to Seismic Retrofit

Program Supplement Agreement No. 03-5911-001-M, whereby amendment removes the June 30, 1998 cutoff date for project development cost. (County Contract 300)

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

5. California State Association of Counties/SB 90

Matter: Recommendation of California State Association of Counties to pay invoice dated November 12, 1998, for \$900 for SB 90 Services for fiscal year 1998/99 for reimbursements of state-mandated program.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

**9:28 a.m. – County Counsel Left The Meeting
9:30 a.m. – County Counsel Reentered The Meeting**

6. California State Association of Counties-Board of Directors

Matter: Pursuant to Supervisor Freeman having been appointed as California State Association of Counties Second Vice-President, and on the recommendation of Supervisor Bungarz, consider the following:

- a. Appointment to the CSAC Board of Directors for the term to December 31, 1998; and
- b. Appoint alternate to replace Supervisor Freeman on the Regional Council of Rural Counties Water Committee.

Proceedings:

- a. On motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to appoint Supervisor Bungarz to the CSAC Board of Directors, and authorize the Chairman to execute letter to CSAC notifying of appointment;
- b. Upon discussion, it was a consensus to hold (b) above until the first of the year, where further appointments will be made.

7. Glenn County Fire Districts

Matter: Recommendation of Supervisor Bungarz to:

- a. Assist in the funding of a replacement radio repeater for all the Fire Districts in Glenn County;
- b. Allot \$10,000.00 from General Fund Contingency to the Glenn County Fire Chief's Association for purchase of a new radio repeater;
- c. Require the Chief's Association to purchase the repeater and necessary equipment and services to install the repeater following the Glenn County purchasing policy;
- d. Approve any existing funds needed above \$10,000.00 be from existing Glenn County Fire Chief's Association funds; and
- e. Authorize the Fire Chief's Association to make the decision as to what repeater site they feel best meets their needs, and to make whatever arrangements are required to use the selected site.

Proceedings:

- a. Supervisor Bungarz reviewed above matter, and advised the need to go out for more bids;
- b. Upon discussion, on motion of Supervisor Freeman, seconded by Supervisor Harris, it was unanimously ordered to approve (a) through (e) as listed above;
- c. Upon further discussion, and on the recommendation of County Counsel, the Chairman ordered that

the Finance Director, or the Clerk of the Board provide balance of the contingency each time there is to be a use for, thereby providing a supplemental concerning the status of the contingency fund.

8. Resolution/Finance Department

Also Present: Joe Sites, Director of Finance & Debbie Newman, Assistant Finance Director

Matter: Recommendation of Mr. Sites to adopt Resolution 98-233 "To Sell Tax-Defaulted Property at Sealed Bid Sale," said property being Assessor's Parcel No. 001-111-008-0, D&W, Sub-Por LS 1&2, Blk 1, Fern Avenue, Willows.

Proceedings: Mr. Sites reviewed matter

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolution 98-233

Vote: Unanimous.

9. Finance Department

Also Present: Joe Sites, Director of Finance & Debbie Newman, Assistant Finance Director

Matter: Recommendation of Mr. Sites to:

a. Accept the Property Tax Apportionment and Allocation System Audit performed by the State Controller for the period July 1, 1993 through June 30, 1997; and

b. Approve Transfer of Funds No. 5108 to appropriate funds to cover additional shift of funds to Educational Revenue Augmentation Fund (ERAF).

Proceedings: Mr. Sites reviewed matter

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

10. Finance Department

Matter: Recommendation of Director of Finance Joe Sites to approve disposal of records as follows:

- a. Miscellaneous tax files, 1992-1993 and older
- b. Cash reports, 1992-1993 and older
- c. Duplicate copy of deposit permits, 1997-1998 and older
- d. Duplicate copy of invoices
- e. Duplicate copy of receipts
- f. School and Welfare warrant transmittal records.

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

11. Clerk-Recorder

Matter: Recommendation of County Clerk-Recorder Vince Minto to accept and make official the Canvass and Statement of Vote for the Consolidated General Election held on November 3, 1998.

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

12. Miscellaneous

Matter: Pursuant to Minute Order 17 of July 7, 1998, hold discussion for possible action regarding whether County desires an ordinance regarding smoking close to entrances and exits from enclosed buildings.

Proceedings:

- a. Supervisor Bungarz advised that each department head seems to be handling their own staff, whereupon, Supervisor Freeman suggested this matter be brought before the Management Committee for recommendation, and report to the Board;

b. Upon discussion, on motion of Supervisor Hansen, seconded by Supervisor Bungarz, it was ordered by the following vote that no action be taken on this item:

Ayes: Supervisors Bungarz, Hansen, Harris, and Mudd
Noes: Supervisor Freeman

13. Human Resource Agency/Finance Department

Also Present: Kim Gaghagen, Human Resource Agency Director
Betty Skala, Deputy Director of Community Action
Joe Sites, Director of Finance

Matter: Recommendation of Mr. Gaghagen and Mr. Sites to authorize the Director of Finance to establish a cash advancement not to exceed \$150,000 from the General Fund with the Community Action Division of the Human Resource Agency, to cover Job Training Partnership Act expenditures.

Proceedings: Mr. Gaghagen and Mr. Sites reviewed above matter

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

14. Resolution/Resource, Planning and Development

Also Present: John Benoit, Resource, Planning and Development Director

Matter: Recommendation of Mr. Benoit to adopt Resolution 98-234 *"Amending the Position Allocation List for the Resource, Planning and Development Department Adding the Classification Specification for a Senior Clerical Assistant Position"*, whereby position has been funded through grants already appropriated as part of 1998-99 Budget.

Proceedings: Mr. Benoit reviewed matter

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Adopt Resolution 98-234

Vote: Unanimous.

15. Public Hearing

Also Present: John Benoit, Resource, Planning and Development Director

Matter: Pursuant to Affidavit of Publication on file in the County Clerk's Office, hold public hearing to consider adoption of Resolution 98-235 *"Approving an Application for Funding and the Execution of a Grant Agreement from the General Planning and Technical Assistance (PTA) Allocation of the State Community Development Block Grant (CDBG) Program for the Artois Water System Study and Grant Application Preparation."*

Proceedings:

- a. The Chairman called the aforesaid matter for public hearing;
- b. Mr. Benoit presented report on above matter;
- c. Artois Fire Chief Jack Cavier spoke;
- d. Discussion was held regarding improving the system;
- e. The Chairman opened the hearing for public comments; whereupon Mr. Cavier spoke of the benefit of said grant;
- f. With no further public comments having been heard, the Chairman closed for public comment;
- g. The Chairman called for exhibits, whereby the Clerk advised none were submitted;
- h. Mr. Benoit advised the Resource Planning and Development Department would be involved with said program;
- i. On motion of Supervisor Harris, seconded by Supervisor Bungarz, it was unanimously ordered to conclude the hearing, decide the matter, and adopt Resolution 98-235.

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

10:15 a.m. – The Chairman Called The Meeting To Order

**It is noted that Assistant Clerk to the Board Sandy Kennedy Left The Meeting
Deputy Clerk Sandra Pergson Entered The Meeting**

16. Northeast Willows Community Services District

Matter: Letter from Northeast Willows Community Services District inviting comments concerning the Northeast Willows Community Services District Resolution proposing Conflict of Interest Code.

Motion/Second: Supervisor Freeman/Supervisor Bungarz

Order: Receive and file with Clerk

Vote: Unanimous.

17. Miscellaneous

Matter: The following matters were reviewed with no action taken:

- a. Letter from Senator K. Maurice Johannessen regarding Senate Bill 1477/which bill would have directed funds from the State Highway Account to cities and counties for maintenance and rehabilitation of local roads and a copy of veto message from Governor Pete Wilson.
- b. Letter from Intergovernmental Advisory Committee regarding distribution of the Northwest Forest Plan Revisited, September 1998.
- c. Proposition 65 Notification from Health Services Director Mike Cassetta, required of the California Health and Safety Code Section 25108.07, advising of a hazardous/toxic chemical as a result of a search on September 21, 1998 at 923 West Sycamore Street, where hazardous/toxic chemical substances were stored in the trunk of a vehicle.
- d. Proposition 65 Notification from Health Services Director Mike Cassetta, required of the California Health and Safety Code Section 25108.07, advising of a 8-gallon release of the hazardous material Triethylene Glycol, to a concrete containment berm at PG&E's Valve 110 Gas Dehydrator Station located at County Road V and County road 53 east of Willows on October 8, 1998.
- e. Letter from State of California Board of Corrections, advising of results of training standards in the STC regulations, policies, and procedures for the Glenn County Sheriff's Department.

10:18 a.m. – The Chairman Called The Meeting In Recess

10:29 a.m. – The Chairman Called The Meeting To Order

18. Buildings & Grounds/Bayliss Library

Also Present: Dan Gardner, Building Maintenance & Inspection Director

Matter: Recommendation of Mr. Gardner to:

- a. Approve Buildings & Grounds proceeding with application for registration of the Bayliss Public Library to the California Point of Historical Interest list; and
- b. Authorize Chairman to execute Letter of Consent to the Office of Historic Preservation, Department of Parks and Recreation.

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

19. Buildings & Grounds/Courthouse Renovation

Also Present: Dan Gardner, Building Maintenance & Inspection Director

Matter: Recommendation of Mr. Gardner to execute Change Order Number Thirteen with Interiors Incorporated for Renovation of Glenn County Courthouse, Part 1, Phase B Furniture for total of \$211,715.52. (County Contract 1057)

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

10:33 a.m. – The Chairman Called The Meeting In Recess

10:45 a.m. –The Chairman Called The Meeting To Order

20. Health Services

Also Present: Mike Cassetta, Health Services Director
John Greco, Personnel Director

Matter: Recommendation of Mr. Cassetta to adopt Resolution 98-236 "Amending the Position Allocation List for the Health Services Department Adding a Senior Mental Health Counselor II Position."

Motion/Second: Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolution 98-236

Vote: Unanimous.

21. Closed Session

Matter: Adjourn to Closed Session pursuant to Government Code Section 54957, to receive information from and provide instructions to the County's Chief Negotiator regarding negotiations with Peace Officer Association. **Motion/Second:** Chairman direction.

Order: Adjourn to Closed Session.

22. The Chairman adjourned the meeting at 11:06 a.m.

"Attachment A"**2. Consent Calendar**

Matter: Review and take actions related to the Consent Calendar

Motion/Second: Supervisor Bungarz/Supervisor Freeman

Order: Approve matters as set forth below

Vote: Unanimous.

a. Transfer of Funds

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	\$ Amount
5105	Court Consolidation	Establish a special department equipment account for payment of SpaceSaver Filing System	20,669.30
5106	Solid Waste	To pay balance of sales tax on vehicle purchase in 1997/98 fiscal year	3,082.00
5109	Assessor	To cover costs of purchasing a new time clock	749.68
5112	Recorder	To cover expenses budgeted in the office expenses	1,000.00
5113	Public Health	To appropriate dental grant	53,104.00
5116	Health Services Administration	To cover purchase and installation of cyclone fencing at Health Services Building in Orland (B&K Building)	3,658.00
5117	B&K Project	To cover purchase and installation of cyclone fencing at the Health Services Building in Orland (B&K)	3,658.00

5118	County Counsel	Unanticipated revenue for legal services regarding gas well pipe franchise	1,000.00
5119	Orland Airport	To purchase land for air rights	69,954.00

b. Disposition of County Property

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

Department	Description	Tag #	Disposition
Health Services Administration	Grizzly Battery Backup	2656	Recycle

c. Property Transfers

Approved Property Transfers, as recommended by the Department Heads:

Department	Description	Property #	Transfer To
Mental Health	Leading Edge Comp 640KB 10MB	2673	Office of Education
	Acoustical Printer Cover	2711	Office of Education
	ALR 286 PC at w/Monitor & Keyboard	2985	Office of Education
	ALR Computer PC AT w/ monitor	2989	Office of Education
	ALR 80386 File Server w/comp	2990	Office of Education
Health Services Administration	386/33 PC Computers	3702	Office of Education
	16 Port Arcnet Smart Hub	3717	Office of Education
	MML 386 SX-16 Computer	3929	Office of Education
Public Health	NEC 3510 Spinwriter Printer	2608	Office of Education
	OTC Trimatrix OT700N	2992	Office of Education
	ALR 286 PC AT/30MB HD	2994	Office of Education
	ALR 286 PC AT W/Components	2995	Office of Education

d. Miscellaneous/Ordinance

Pursuant to Minute Order 6 of November 17, 1998, adopted Ordinance 1105 "Amending Section 11.04.010 of the Glenn County Code and Establishing a New Speed Zone on County Road G and

Canella Drive, Within the County of Glenn, State of California."

e. Finance/Resolution

Upon the recommendation of Director of Finance Joe Sites, adopted Resolution 98-232 *"Reappointing Members of The Glenn County Treasury Oversight Committee."*

f. Human Resource Agency

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, executed Amendment No. 1 with North Valley Parent Education Network for Child Abuse and Neglect Prevention/Intervention Services for fiscal year 1998/99, which contract shall not exceed \$60,376. (County Contract 243)

g. Health Services

Upon the recommendation of Health Services Director Mike Cassetta, authorized Director to execute Agreement with United Behavioral Health for Timeshare Service Agreement, Data Processing Software and technical services for billing and reporting. (County Contract 389)

h. Health Services

Upon the recommendation of Health Services Director Mike Cassetta, executed Agreement with County of Santa Cruz, for Medi-Cal Administrative Activities and Targeted Case Management for the term July 1, 1998 to June 30, 1999. (County Contract 1158)

i. Health Services

Upon the recommendation of Health Services Director Mike Cassetta, approved the Substance Abuse and Mental Health Services Administration Block Grant for fiscal year 1998/99, in the amount of \$88,206.00, providing integrated services to severely mentally ill adults and older adults and seriously emotionally disturbed children.

j. Personnel/Minutes

Corrected Minute Order 12 of September 29, 1998, to read as follows:

"Recommendation of Personnel Director John Greco to adopt Resolution 98-206 "Amending the Memorandum of Understanding Between the county and the Glenn county employees Association and Establishing Salary Schedule G and D." With Schedule G reflecting a 4.5% salary increase to employees represented by Glenn County Employees Association, and Schedule D reflecting revised pay schedule pertaining to Deputy Sheriff's Association."
