

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

July 7, 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 Bungarz, Freeman, Harris, Hansen, and Mudd (Chairman)

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

THE PLEDGE OF ALLEGIANCE WAS RECITED

MO	Matter:	Motion	Second	Order	Vote
1.	Approve the Minutes of June 30, 1998, and July 1, 1998.			No action was taken	
2.	Review and take actions related to the Consent Calendar as set forth on Addendum A, attached.			See Addendum "A"	
3.	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.			See Addendum "B"	
4.	Accept the 1997-98 Glenn County Grand Jury Final Report, and refer recommendations set forth therein to the appropriate departments for response to the Grand Jury and Judge of the Superior Court.	Freeman	Harris	Approve	Unanimous
5.	Recommendation of Building Maintenance & Inspection Director Dan Gardner to adopt Resolution 98-173 "Authorizing Notice of Completion" for Carey Construction for Office Renovation for the Glenn County Probation Department 541/543 West Oak Street, Willows. (County Contract 1143)	Bungarz	Hansen	Adopt Resolution 98-173	Unanimous

6.	Adopt Resolution No. 98-157 <i>"Commending John Minniear,"</i> for his services to the county while employed for the County of Glenn.	Freeman	Hansen	Adopt Resolution 98-157	Unanimous
7.	Recommendation of Public Works Director Tom Tinsley to ratify and approve Agreement between the County of Glenn and Glenn Economic Development Corporation for the purpose of providing grant administration and implementation services to the Glenn Economic Development Corporation for the California Integrated Waste Management Board Grant and act as the point of contact for all related grant activities for the term to June 30, 1999.	Freeman	Bungarz	Approve	Unanimous
8.	Recommendation of Mr. Sites to approve budget encumbrances for 1997-98 fiscal year.	Hansen	Bungarz	Approve	Unanimous
9.	Approve California State Association of Counties membership dues for fiscal year 1998/99 Membership Services in the amount of \$8,900.00.	Freeman	Bungarz	Approve	Unanimous
10.	Approve Northern California County Supervisors Association 1998/99 dues in the amount of \$1,000.00.	Harris	Bungarz	Approve	Unanimous
11.	Ratify letter from the Chairman to local legislators in support of Senate Bill 1477 which would direct \$200 million a year for the next three fiscal years from the State Highway Account to cities and counties for maintenance, rehabilitation and storm damage on the local road network	Bungarz	Hansen	Approve	Unanimous
12.	Pursuant to Notice of Unscheduled Vacancy being posted, and no response being received thereto, consider appointment of member to the Fish, Game & Recreation Commission, to serve at the pleasure of the Board of Supervisors, representing Supervisorial District two, to fill vacancy of Guy Ussery.	Freeman	Bungarz	Appoint Bill Simmons	Unanimous.

13.	Action letter from Department of Transportation regarding proposing modification of existing vertical alignments of state and federal highways to eliminate local flooding of the routes and adjacent properties			No action was taken	
14.	Also Present: Kim Gaghagen, Human Resource Agency Director Action letter from California State Association of Counties regarding CalWorks Incentives and request for input for counties to be eligible for the 25% funds that is intended for counties that will not achieve much welfare reform savings because of circumstances beyond their control, but have performed in a manner "worthy of recognition".			No action was taken	
15.	Action letter from California State Association of Counties requesting contacting local legislators regarding the state budget.			No action was taken	
16.	Information Proposition 65 notification report from Health Services Director Mike Cassetta on the release of an unknown quantity of gasoline from an underground storage tank into the groundwater at Super Shopper, 1233 East Street, Orland on June 22, 1998.			No action was taken	

9:27 a.m. – The Chairman Called The Meeting In Recess

9:30 a.m. – The Chairman Called The Meeting To Order

MO	Matter:	Motion	Second	Order	Vote

17.	<p>Also Present:</p> <p>Norman Herring, County Counsel</p> <p>Mike Cassetta, Health Services Director</p> <p>Sharon Gibbs, Health Educator</p> <p>Hold discussion and direct County Counsel regarding whether County desires an ordinance regarding smoking close to entrances and exits from enclosed buildings.</p>			See Addendum "C"	
18.	<p>John Benoit, Resource Planning & Development Director Recommendation of Mr. Benoit to read title, waive further reading, and adopt Ordinance 1101 <i>"Amending the County Code, Amending Section 1.16.010 F. And G. (ER # 98-06,"</i> which would transfer Section 16.02 on setbacks from county roads from the Building Inspection Department to the Resource Planning & Development Department.</p>	Bungarz	Hansen	Read title, waive further reading and adopt Ordinance 1101	Unanimous
19.	<p>Joe Sites, Finance Director Recommendation of Sheriff Donnelley to authorize payment of invoice from Peterson Company for \$2,618.97 for quarterly maintenance inspection on emergency generator engine in the jail which provides 24 hour emergency coverage for 911 calls, dispatch calls, and operation of the jail. (County Contract 954)</p>	Bungarz	Freeman	Approve matter, and direct County Counsel to review contract for possible revisions	Unanimous

20.	<p>Recommendation of the Glenn County Facilities Committee to approve remodeling project for the Consolidated Court Clerk's Office, Glenn County Courthouse, which includes elimination of basement stairway, rebuilding of floor, cutting new access door from basement and rebuilding of the air intake ducting and electrical changes.</p>			<p>Supervisor Freeman requested this matter pulled from the agenda until further notice per conversation with Building Maintenance & Inspection Director Dan Gardner; whereupon, this matter was pulled as requested by Supervisor Freeman</p>	
21.	<p>Tom Tinsley, Public Works Director Recommendation of Mr. Tinsley to:</p> <p>Establish the Glenn County Citizens Flood Control Advisory Committee with a wide range of representation from around the county, including local government; and</p> <ul style="list-style-type: none"> . Direct Public Works Director to solicit appointments to the Committee. 	Bungarz	Freeman	<p>Accept recommendation and add the Reclamation district 2047 and 2106, and appoint Supervisor Hansen as liaison Supervisor</p>	Unanimous
22.	<p>Tom Tinsley, Public Works Director John Benoit, Resource, Planning & Development Director Recommendation of Mr. Tinsley and Mr. Benoit to hold discussion for possible action regarding the expanded study of the possible consolidation of the Public Works and Resource, Planning and Development Departments, including suggestions for membership on a task force to provide guidance.</p>	Bungarz	Freeman	<p>Mr. Tinsley and Mr. Benoit to work together with Human Resource Agency Director and Health Services Director to report back to the Board of Supervisors on July 21, 1998 and include Supervisor Mudd as Board Member on Task Force</p>	Unanimous

23.	Tom Tinsley, Public Works Director Recommendation of Mr. Tinsley to adopt Resolution 98-174 <i>"Approving An Application for a Revenue-Generating Loan From the State of California for the Orland-Haigh Airport and Authorizing Execution of the Loan Agreement with the State of California and all Other Documents Relating to the Loan,"</i> said adoption contingent upon review and approval by County	Freeman	Hansen	Adopt Resolution 98-174	Unanimous
24.	Tom Tinsley, Public Works Director Recommendation of Mr. Tinsley to: a. Approve Agreement with Fred Satariano for the purpose of organizing, managing and record keeping the disaster recovery program for the County Department of Public Works for the term to December 31, 1998; and b. Authorize the Public Works Director to execute Agreement.	Bungarz	Hansen	Approve Matter	Unanimous

10:26 a.m. – The Chairman Called The Meeting In Recess

10:26 a.m. – Deputy Clerk Sandra Pergson Left The Meeting

10:32 a.m. – Assistant Clerk –Board of Supervisors Entered The Meeting

MO	Matter:	Motion	Second	Order	Vote
25.	Budget Session a. Report of Director of Finance Joseph Sites and general discussion 1998/99 fiscal year budget and the status of the 1997/98 fiscal year budget and possible action thereon. b. As time allows, consider various 1998/99 fiscal year department budgets requests as set forth in the Tabulation of Department Requests, including those funded by the general fund, for possible adjustments thereto, and determine preliminary levels of funding for each budget unit.			See Addendum "D"	

26.	<p>Closed Session</p> <p>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</p>			The Chairman adjourned to Closed Session.	
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27. The Chairman adjourned the meeting at 11:49 a.m.

ADDENDUM A CONSENT CALENDAR

2. Consent Calendar

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

Motion/Second: Supervisor Freeman/Supervisor Bungarz

a. 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	Correction No.
McGowan, Hank	25-000068-00	1997/98	44-B

b. Fund Transfers

Approved the following intradepartmental Transfer of Funds:

Trans. No.	Department	Description	\$ Amount
5734	2290/Animal Control	From various department line items to dental, office, gas & oil, and special departmental expense, to cover insufficient funds	486.00
5755	2220/Recorder	From Food & Lodging to Communications, Memberships, Mileage, and Xerox Lease to cover unanticipated expenses	215.09
5767	2180/Ag Department	From various department accounts to 7320/Computer Equipment to provide funding for new server	2,897.90

5772	Human Resources Agency - Community Action	Landlord, along with other assigned projects, authorized building project expenses, additional appropriation to cover expenses during billing cycle	11,450.00
5773	Human Resources Agency	Realign budget to actual and anticipated costs for 1997/98	25,000.00
5774	Human Resources Agency - Community Action	Realign budget to actual and anticipated costs for Job Training Partnership Agency 11A Adult Training Program	4,200.00
5775	Human Resources Agency - Community Action	Realign budget to actual and anticipated costs for Job Training Partnership Agency Learning Center	4,107.00
5776	Human Resources Agency - Community Action	Realign budget to anticipated costs for Job Training Partnership Agency - Storm 1998	3,000.00
5777	Human Resources Agency - Community Action	Realign budget to actual and anticipated costs for Job Training Partnership Agency Victim Witness program	1,067.00
579	Public Health	From various Salaries & Benefits Line Items to Professional Services and ISF Allocation, pursuant to budget deficiency or unanticipated expense	60,000.00

c. **Finance Department**

Approved delegation of purchasing to various individuals in the Finance Department, as recommended by the Director of Finance pursuant to Administrative Policies 4.04.040C, as recommended by the Director of Finance.

d. **Sheriff-Coroner**

Approved and authorized the Chairman to execute Agreement with Synergetic Systems, Inc., for software maintenance and support from September 1, 1989 through August 31, 1999, as recommended by Sheriff Kevin Donnelley

e. **Finance Department**

Authorized the Chairman to execute Standard Agreement with the Department of Justice for analysis of blood and urine, or breath for alcohol from July 1, 1998 to June 30, 1999, as recommended by the Director of Finance.

f. **Resource, Planning & Development**

Authorized Fixed Asset Transfer of various equipment, materials and office supplies from Glenn Economic Development Corporation to the Resource, Planning and Development Department.

g. **Public Defenders**

Ratified and approved Letter Agreement Extension from Public Defenders Charles Lee, David Nelson, and Albert Smith from July 1, 1998 through September 30, 1998, as recommended by County Counsel.

ADDENDUM "B"

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 and issues were discussed by Supervisors;
 - b. Doug Ross of the Valley Mirror spoke regarding Press Packets.
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ADDENDUM "C"

17. Miscellaneous

Also Present: Norman Herring, County Counsel
Mike Cassetta, Health Services Director
Sharon Gibbs, Health Educator

Matter: Hold discussion and direct County Counsel regarding whether County desires an ordinance regarding smoking close to entrances and exits from enclosed buildings.

Proceedings:

- a. County Counsel reviewed the aforesaid matter;
 - b. Ms. Gibbs submitted document "Tobacco Committee Report from 1991";
 - c. Kim Gaghagen, Human Resource Agency Director spoke regarding smoking concerns at the Human Resource Agency Building;
 - d. It was noted that fifty three signed petitions were submitted prior to the meeting in opposition to any ordinance prohibiting smoking near entrances and exits from enclosed building within Glenn County;
 - e. On motion of Supervisor Bungarz, seconded by Supervisor Hansen, it was unanimously ordered to refer this matter to the Management Council and make a report back to the Board of Supervisors by December 1, 1998.
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ADDENDUM "D"

25. Budget

Matter:

- a. Report of Director of Finance Joseph Sites and general discussion 1998/99 fiscal year budget and the status of the 1997/98 fiscal year budget and possible action thereon.
- b. As time allows, consider various 1998/99 fiscal year department budgets requests as set forth in the Tabulation of Department Requests, including those funded by the general fund, for possible adjustments thereto, and determine preliminary levels of funding for each budget unit.

Proceedings: The following transpired on the following budgets:

a. 01012060/Grand Jury

Also Present: Joan Thodas, Grand Jury Foreperson

On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to move Budget to the *Tentatively Approved List*.

10:35 a.m.--Technician Sandy Kennedy Entered the Meeting

b. 01042090/District Attorney

Also Present: Robert Holzapfel, District Attorney

Mr. Holzapfel reviewed budget; whereupon, on motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to move Budget to the *Tentatively Approved List*;

c. 01012240/Public Administrator/Guardian

Also Present: Jeannie Rakestraw, Public Administrator/Guardian

Ms. Rakestraw reviewed Budget, whereupon, on motion of Supervisor Bungarz, seconded by Supervisor Harris, it was unanimously ordered to move Budget to the *Tentatively Approved List*.

**10:40 a.m.—Director of Finance Joseph Sites and
Automated Accounting Systems Administrator Cathy Ehorn
Entered the Meeting**

d. 01012040/Consolidated Courts

01012080/Law Library

Also Present: Joseph Sites, Director of Finance
Cathy Ehorn, Automated Accounting Systems Administrator

Discussion was held concerning need for clarity of jurisdictional responsibility for the Law Library and Grand Jury; thereafter, on motion of Supervisor Bungarz, seconded by Supervisor Harris, it was unanimously ordered to move 01012080/Law Library Budget to the *Tentatively Approved List*.

e. 01012040 Consolidated Courts

Also Present: Joseph Sites, Director of Finance
Cathy Ehorn, Automated Accounting Systems Administrator

On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was ordered to place said Budget in the *Tentatively Approved List*;

1. Chief Probation Officer Wayne Landberg advised that Drug Court Claims are not related to the Courts budget;
2. Whereupon, motion set forth in (1) above was unanimously ordered.

f. 01042150/Probation Department

01042155/Juvenile Hall

Also Present: Wayne Landberg, Chief Probation Officer

1. Mr. Landberg reviewed submitted *Change Requests* to Tabulation for said Budgets as follows:
 - . Increase Probation Department Line Items 1010-1050/Salaries & Employee Benefits of \$9,943.00; and
 - b. Increase Juvenile Hall Line Items 1010-1050/Salaries & Employee Benefits of \$11,686.00;

2. On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to accept (a) and (b) above as changes to the Tabulation.

g. Miscellaneous

Also Present: Joseph Sites, Director of Finance

1. Mr. Sites recommended the Personnel Director to review and comment on all non-conforming personnel requests;
 2. On motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to direct Personnel Director to review all non-conforming personnel requests for comments back to the Board;
 3. Mr. Sites gave status report on Budget;
 4. Mr. Sites recommended a schedule be set for consideration of non-conforming personnel requests and fixed asset requests, whereupon, upon discussion with Personnel Director John Greco, on motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to schedule the following special meetings:
 - (a) July 20, 1998 at 1:30 p.m. – Review of fixed asset requests; and
 - (b) July 21, 1998 afternoon of scheduled Board Meeting – Review of non-conforming personnel requests, and possibly set date for final budget hearing
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