

Glenn County Board of Supervisors

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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

August 31, 1999

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

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

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes

Matter: Approve the Minutes of August 12, 1999 and August 17, 1999.

Proceedings:

- a. On motion of Supervisor Freeman, seconded by Supervisor Harris, it was ordered by the following vote to approve the Minutes of August 12, 1999:

Ayes: Supervisors Freeman, Harris, and Hansen

Abstain: Supervisors Bungarz and Mudd

- b. On motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered by the following vote to approve the Minutes of August 17, 1999.

2. Consent Calendar

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

Motion/Second: Supervisor Freeman/Supervisor Mudd

Order: Approve Consent Calendar as set forth on 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 meeting reports were given and issues discussed by the Board;

9:15 a.m. - County Counsel Norm Herring Left the Meeting

9:18 a.m. - County Counsel Norm Herring Entered the Meeting

- b. Chairman Bungarz announced Superintendent of Schools Joni Samples has received a Statewide award for her Enterprise Record news column and has been nominated for a National award;
Later this date, Sheriff Robert Shadley introduced Jim Birch, of the Office of the Juvenile Justice and Delinquency, who is assisting in the planning and implementation process of a grant for Gang

Violence; whereupon Mr. Birch introduced other members of the Gang Initiative.

4. Ordinance/Resolution/Personnel

Matter: Recommendation of Personnel Director John Greco to:

- a. Adopt Resolution 99-128 *"Of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Supervisors County of Glenn"*, which adds 2% at 55 retirement benefit for all miscellaneous employees;
- b. Introduce Ordinance *"Authorizing an Amendment to the Contract Between the Board of Supervisors of the County of Glenn and the Board of Administration of the California Public Employees' Retirement System"* (Read title of Ordinance, and waive further reading);
- c. Disclose costs of adoption of amendments as follows;
 - (1) The change in the present Value of Records is an increase of \$3,399,658;
 - (2) The change in the Unfunded Accrued Liability is an increase of \$1,974,124;
and
 - (3) The change in the employee contribution rate is an increase of 0.000%
- d. Direct Clerk of the Board and the Personnel Director to take those actions necessary to amend the contract with CalPERS.

Proceedings: Supervisor Freeman having read the title of the Ordinance set forth above, on motion of Supervisor Freeman, seconded by Supervisor Harris, it was unanimously ordered to waive further reading and accept introduction of said ordinance, adopt Resolution 99-128, and approve (c) and (d) as set forth above.

5. Sheriff/Service Pin

Also Present: Harold White, Sheriff's Jailer

Matter: Present County Service Pin to Harold White in recognition of 20 years of service with the County of Glenn.

Proceedings: The Chairman presented Mr. White with a twenty year service pin in recognition of his service with Glenn County.

6. Buildings & Grounds

Also Present: Jackie Billings, Building Maintenance & Inspection Administrative Assistant

Matter: Recommendation of Building Maintenance and Inspection Director Dan Gardner to approve funds made available by the Glenn County Joint Powers Authority for actively conducting loss control activities as follows:

Program #1 - Playground Improvements Hamilton City Park - requesting \$5,000.00 maximum reimbursement for this program.

Program #2 - Hazardous Limb and Stump Removal Hamilton City Park - requesting \$1,282.18 reimbursement for this program.

Proceedings:

- a. Ms. Billings reviewed matter above, stating the funds have already been budgeted;
- b. Mr. Jose Puente of the Hamilton City Services District advised funds for Program #1 will replace playground equipment which was removed from the park, and the Lions Club and Hamilton City Women's Club may be donating funds toward Playground equipment

Motion/Second: Supervisor Hansen/Supervisor Mudd

Order: Approve matter as set forth above

Vote: Unanimous.

7. Human Resource Agency

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

- a. Approve the sole purchase of two 1999 Ford Taurus from Corning Ford Mercury for the Special Investigations Unit for \$32,250.00, based on the findings set forth therein; and
- b. Authorize the Director to execute all necessary documents for said purchase.

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

8. Human Resource Agency

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to execute Amendment No. 1 to the Memorandum of Understanding For CalWORKs Services between Social Services Division and Community Action Division, for Job Development, Welfare-To-Work, and the Community Service Program, fiscal year 1999/2000.

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

9. Human Resource Agency

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to execute Amendment No. 1 to the Memorandum of Understanding for Stage 1 Child Care Services between Human Resource Agency and Glenn County Office of Education - Child and Family Services, extending the term of the Memorandum of Understanding to fiscal year 1999/2000, increasing allowed costs for fiscal year 1998/1999 by \$10,000, and increasing allowed costs for fiscal year 1999/2000 to \$280,000.

Motion/Second: Supervisor Freeman/Supervisor Harris

Order: Approve the aforesaid matter

Vote: Unanimous.

10. Health Services

Also Present: Mike Cassetta, Health Services Director

Matter: Recommendation of Mr. Cassetta to advance Amy Lindsey from Step C to Step E for outstanding employee performance.

Proceedings: Mr. Cassetta reviewed matter above

Motion/Second: Supervisor Mudd/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

11. Information System Committee

Also Present: John Benoit, Information System's Committee Chairman

Matter: Recommendation of Mr. Benoit to execute a Consulting Services Agreement with Matson and Isom Accountancy Corporation for countywide analysis and network design, plan, and program for interconnection of all County Agencies and Departments, for \$30,000.00, term from August 31, 1999 to December 31, 1999.

Proceedings: Mr. Benoit advised the above matter has been recommended by the Information Systems Committee and is a budgeted item

Motion/Second: Supervisor Freeman/Supervisor Harris

Order: Approve the above aforesaid matter

Vote: Unanimous.

12. Resolution/Public Works and Development Services

Also Present: John Benoit, Chief Deputy Director of Public Works and Development Services

Matter: Recommendation of Mr. Benoit to adopt Resolution 99-129 "Authorizing Execution of Agreement SWRCB No. 9-059-250-0 With State Water Resources Control Board and any Amendments Thereto, including

Indicating the Authorized Representative by Title, for Lower Stony Creek Watershed Management Plan", term from August 15, 1999 to April 30, 2001, amount not to exceed \$84,350.00.

Proceedings: Mr. Benoit reviewed the above matter

Motion/Second: Supervisor Mudd/Supervisor Hansen

Order: Adopt Resolution 99-129

Vote: Unanimous.

9:59 a.m. - The Chairman Called the Meeting in Recess

10:06 a.m. - The Chairman Called the Meeting to Order

13. Public Hearing

Also Present: John Benoit, Chief Deputy Director of Public Works and Development Services

Lora Ceccon, Community and Resource Development Manager

Jennifer Macarthy, Tri Counties Economic Development Corporation

Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold public hearing to consider adoption of Resolution 99-130 *"Approving an Application for Funding and the Execution of a Grant Agreement From the Planning/Technical Assistance Allocation of the State Community Development Block Grant (CDBG) Program"*.

Proceedings:

- a. The Chairman opened the aforesaid matter for public hearing;
- b. John Benoit reviewed the aforesaid matter;
- c. Jennifer Mccarthy reviewed matter;
- d. The Chairman opened the hearing to public comments; whereupon no comments were heard;
- e. The Chairman closed the hearing to public comments;
- f. The Chairman asked Clerk for exhibits, whereupon no exhibits were submitted;
- g. On motion of Supervisor Freeman, seconded by Supervisor Harris, it was unanimously ordered to conclude hearing, adopt Resolution 99-130, and amend amounts in Section 1 of Resolution to reflect changes as follows:
 - (1) \$20,000 for Planning and Organization of a Centralized Economic Development Delivery System; and
 - (2) \$15,000 for Incubator Feasibility Study.

14. Sheriff

Also Present: Ed Anderson, Sheriff's Sergeant

Robert A. Shadley, Jr., Sheriff-Coroner

Matter: Recommendation of Mr. Shadley to:

- a. Approve purchase of a patrol boat trailer to replace current trailer which has a broken axle, to be funded through the State Department of Boating Waterways; and
- b. Approve Transfer of Funds 5020 for \$2,413.12 from 2360/03170 Maintenance of Equipment to 2360/07360 Special Department Equipment.

Proceedings: Mr. Shadley reviewed the above matter

Motion/Second: Supervisor Hansen/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

10:26 a.m. - Assistant Clerk of the Board Sandy Kennedy Entered the Meeting and

Deputy Clerk Sandra Pergson Left the Meeting

15. Glenn County Arts Council

Also Present: Joe Sites, Glenn County Arts Council Director
Pat Ireland, Glenn County Arts Council Director
Winston Megorden, Glenn County Arts Council Director

Matter: Recommendation of Mr. Sites to accept the resignation of Directors Ms. Ireland, Mr. Megorden, and Mr. Sites of the Glenn County Arts Council, and review findings regarding said council

Proceedings:

- a. Mr. Sites introduced Gary Mortenson, president of the Northern California Council for the Arts;
- b. Mr. Sites reviewed the above matter;
- c. Mr. Mortenson reported he will meet with the head of the State Arts Council September 2, 1999 to discuss possible action against the Northern California Council for the Arts through the Attorney General; whereupon discussion was held regarding the importance of an Arts Council in the area and possibly joining with Colusa County;
- d. County Counsel Norman Herring recommended the Board authorize Mr. Herring to send a letter to Northern California Arts Council and State Agency communicating the withdrawal of Glenn County from all participation pending further review of reasons for the withdrawal; and
- e. On the motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to accept the resignation of Ms. Ireland, Mr. Megorden, and Mr. Sites, and direct County Counsel Norman Herring to prepare letters to the proper agencies advising of Glenn County's withdrawal, with a copy to Colusa County Board of Supervisors.

16. Department of Finance

Also Present: Joe Sites, Director of Finance

Matter: Recommendation of Mr. Sites to discuss and possibly appoint an interim Director of Finance effective December 1, 1999, if a Director of Finance has not been appointed.

Proceedings:

- a. Mr. Sites reviewed the aforesaid matter, advising it takes six weeks for installation of a signature into the laser printer, which may create a time gap from the date of his retirement until the new Director of Finance's signature is installed;
- b. Upon discussion, Mr. Sites recommended Internal Auditor Frank Fields to serve as interim Director of Finance; and
- c. On the motion of Supervisor Hansen, seconded by Supervisor Freeman, it was unanimously ordered to appoint Frank Fields as interim Director of Finance, effective December 1, 1999, if needed.

17. Budget

Also Present: Joe Sites, Director of Finance
Cathy Ehorn, Automated Accounting Systems Coordinator

Matter: Recommendation of Mr. Sites to:

- a. Review and discuss 1999-2000 Proposed Budget;
- b. Accept the Revenue, Expenditure and Fiscal Committee Report recommendations; and
- c. Approve list of Changes to the 1999-2000 Proposed Budget.

Proceedings:

- a. Ms. Ehorn submitted the following documents:
 - (1) Sheriff/Probation Computer -- Budget Changes
 - (2) The IRS Reduces the Optional Standard Mileage Rate
 - (3) Changes to the 1999-2000 Proposed Budget (General Fund)
 - (4) Changes to the 1999-2000 Proposed Budget
 - (5) 1999-2000 Non-Conforming Personnel Requests Included in Final Budget Includes Salary and Benefit Costs
 - (6) 1999-2000 Fixed Asset Budget Requests - Final Budget
- b. Mr. Sites reviewed the above submitted documents individually and recommended that (1) above should be incorporated into the final budget with no General Funding needed;
- c. On motion of Supervisor Mudd, seconded by Supervisor Freeman, it was unanimously ordered to approve Budget Changes as set forth in (a) (1) above;
- d. Public Works and Development Director Tom Tinsley spoke regarding mileage costs of county cars;
- e. On motion of Supervisor Freeman, seconded by Supervisor Mudd, it was unanimously ordered to adopt Revenue, Expenditure, and Fiscal Committee's recommended changes to the 1999/2000 Proposed Budget as set forth therein; and
- f. Upon further review, Mr. Sites advised that the Budget is currently in balance, and would come before the Board for Public Hearing on September 7, 1999 to adopt the Proposed Budget.

**11:12 a.m. - Deputy Clerk Sandra Pergson Entered the Meeting and
Assistant Clerk of the Board Sandy Kennedy Left the Meeting**

18. Finance/Public Works and Development Services/Road Department

Also Present: Joe Sites, Director of Finance
Tom Tinsley, Public Works and Development Services Director
Bob Johnson, Assistant Road Commissioner

Matter: Recommendation of Mr. Sites to hold discussion for possible action regarding deficit in Road Fund Cash.

Proceedings:

- a. Mr. Tinsley submitted and reviewed the following;
 - (1) Road Budget Flow Sheet 1999-2000
 - (2) 1999-2000 Road Fund Cash Flow Projections
- b. Mr. Sites advised he would need his authority extended to advance funds from the Solid Waste Post Closure Funds to the Road Fund budget to avoid a Negative Fund Balance; and
- c. On motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered to authorize Mr. Sites to advance up to \$500,000 from the Solid Waste Post Closure Funds as cash flow for the Road Department.

19. Public Works and Development Services Agency

Also Present: Tom Tinsley, Public Works and Development Services Agency

Matter: Recommendation of Mr. Tinsley to authorize the Director to advertise for bids for 1997/1998 Hazard Elimination Survey Project, providing edgeline striping and pavement markers on various County roads.

Proceedings: Mr. Tinsley reviewed the above matter

Motion/Second: Supervisor Mudd/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

20. Human Resource Agency/Probation

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

- a. Rescind authority of the Human Resource Agency to execute the contract with Catalyst;
- b. Authorize Chief Probation Officer, or designated Deputy, to execute agreement, extensions, amendments, and/or required documents necessary to administer the contract with Catalyst for \$66,736.00, which provides local domestic violence services for fiscal year 1999/2000; and
- c. Appoint the Chief Probation Officer to the Executive Committee of the Glenn County Domestic Violence Prevention Council; and
- d. Recognize the following representatives of the Executive Committee.

Chief of Orland Police	Glenn County Sheriff	Human Resource Agency Director
Chief of Willows Police	District Attorney	Chief Probation Officer

Motion/Second: Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

21. Service Center

Matter: Recommendation of Service Center Manager Bill Buckner to approve increase of current fleet mileage costs, to compensate for changing fuel and maintenance costs as follows:

Costs (per mile)	Depreciated Fleet	Mid-Size Fleet	Large Fleet	Sheriff Fleet	Orland Police Fleet	Willows Police Fleet
Present	.00	.22	.27	.38	.42	.40
Recommended	.22	.23	.30	.42	.43	.41

Motion/Second: Supervisor Hansen/Supervisor Mudd

Order: Approve the aforesaid matter

Vote: Unanimous.

22. Treasury Oversight Committee

Matter: Pursuant to letter dated August 16, 1999, consider appointment of Hank Wallace to the Treasury Oversight Committee, for a three year term ending August 30, 2002.

Proceedings: Supervisor Freeman advised Joe Edgar will be retiring

Motion: Chairman direction

Order: Properly advertise for vacancy upon receipt of resignation letter from Joe Edgar.

23. Miscellaneous

Matter: Action letter from Land Development Consultant Terry L. Castle advising of donation of lands by Whitney Construction to the Elk Creek Volunteer Fire Department Fire House, for the purpose of constructing a cover for their water truck tanker, whereby the following procedures are requested:

- a. Accept lands donated by Whitney Construction; and
- b. Waive County fees associated with the Lot Line Adjustment to convey the lands.

Proceedings: Supervisor Mudd advised he and Chief Deputy Director of Public Works and Development Services John Benoit have held discussions with Mr. Castle and will bring this back to the Board; whereupon, no action was taken.

24. Miscellaneous

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

- a. Auditor's Cash Report for the month ending July 31, 1999.
- b. Portfolio Appraisal-Pillar Point Capital Management, Inc., from Glenn County Treasury for month ending June 30, 1999.
- c. Notice from Federal Emergency Management Agency advising of status of regulation which establishes a minimum insurance threshold, as a precondition, to receive federal disaster fund for repairing damaged buildings.

25. The Chairman adjourned the meeting at 11:48 a.m.

ATTACHMENT "A"

2. Consent Calendar

Matter: Review and take actions related to the Consent Calendar

Motion/Second: Supervisor Freeman/Supervisor Mudd

Order: Approve matters as set forth below

Vote: Unanimous.

a. Assessment

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.
Farnsworth, James C	01-05877H-00	1999-2000	16-B
Rita Callender	04-000066-00	1999-2000	9B
Shahi Parkash Kamaljit Etal	032-32-0-008-0	1998-99	385-B
Shasta Nursery Inc	024-27-0-023-0	1998-99	387-B
Shasta Nursery Inc	024-27-0-023-0	1999-2000	8-B
Shasta Nursery Inc	024-27-0-023-0	1997-98	277-B
Venoco Inc	054-18-0-026-0	1998-99	347-B
Venoco Inc	054-21-0-014-0	1998-99	353-b
Venoco Inc	054-18-0-028-0	1998-99	355-B

Venoco Inc	054-18-0-003-0	1998-99	357-b
Venoco Inc	054-18-0-006-0	1998-99	359-b
Venoco Inc	054-18-0-023-0	1998-99	365-B
Venoco Inc	054-18-0-022-0	1998-99	364-B
Venoco Inc	054-18-0-025-0	1998-99	363-B
Venoco Inc	054-18-0-007-0	1998-99	362-B
Venoco Inc	054-18-0-043-0	1998-99	366-B
Venoco Inc	054-18-0-024-0	1998-99	367-B
Venoco Inc	054-18-0-032-0	1998-99	368-B
Venoco Inc	054-18-0-033-0	1998-99	370-B
Venoco Inc	054-18-0-053-0	1998-99	372-B
Venoco Inc	054-21-0-012-0	1998-99	373-B
Venoco Inc	054-21-0-022-0	1998-99	377-B
Venoco Inc	054-18-0-036-0	1998-99	379-B
Venoco Inc	054-18-0-042-0	1998-99	381-B
Venoco Inc	054-21-0-051-0	1998-99	383-b

b. Transfer of Funds

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	\$ Amount
5688	Human Resource Agency - Community Action Division	Realign budget to actual expenditures for 1998/1999 Fiscal Year Closeout	8,464.18
5017	Human Resource Agency - Community Action Division	Realign to actual and anticipated expenditures for Low Income Housing and Emergency Assistance Program Heap Wood/Propane/Oil Program	60.00

c. Resolution/Air Pollution

Upon the recommendation of Air Pollution Control Officer Ed Romano adopted Resolution 99-124 *"Establishing a Separate Trust Fund For Carl Moyer Program"*, for participation in the Heavy Duty Diesel Program.

d. Resolution/Buildings & Grounds

Pursuant to Minute Order 25 of August 17, 1999, adopted Resolution 99-125 *"Amending to the List of Personnel Classes and Salary Ranges for the Classification of Building Inspector and Senior Building Inspector; and Amending the Position Allocation List for the Building Maintenance and Inspection Department"*.

e. Resolution/Buildings & Grounds

Pursuant to Minute Order 26 of August 17, 1999, adopted Resolution 99-126 *"Adding to the Book of Class Specifications the Classification of Electrician and Adding to the List of Personnel Classes and Salary Ranges the Classification of Electrician; and Amending the Position Allocation List for the Building Maintenance and Inspection Department"*.

f. Resolution/Public Works and Development Services

Pursuant to July 20, 1999 Minute Order 7, and on the recommendation of Mr. Tinsley, adopted Resolution 99-127 *"Setting Garbage Collection Rates"*, authorizing a refuse collection rate increase of 1.13% for Glenn County Disposal effective July 1, 1999.

g. District Attorney

Upon the recommendation of District Attorney Robert Holzapfel, executed contract with A.D.I. Investigative Services to serve papers in Butte, Yolo, and Sutter Counties for fiscal year 1999/2000, not to exceed \$6,500.00.

h. Health Services

Upon the recommendation of Health Services Director Mike Cassetta, executed contract with Glenn Medical Center providing medical services to clients of Health Services during regular hours and emergency room after hours service, for fiscal year ending June 30, 2000, for \$6,500.00.
