

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

September 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
 Sandra Pergson, Deputy Clerk
 Sandy Kennedy, Technician-Board of Supervisors

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes

Matter: Approve the Minutes of August 18, 1998 with correction to Minute Order 21 (f) as follows:

"Motion made previously in (d) above was voted on, and it was unanimously ordered to direct the Public Works Director to award contract to local vendor."

Motion/Second : Supervisor Freeman/Supervisor Bungarz

Order: Approve the Minutes of August 18, 1998 with correction as listed.

Vote: Unanimous.

2. Consent Calendar

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

Motion/Second : Supervisor Freeman/Supervisor Bungarz

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. Animal Control Officer

Also Present: Ray Cavier, Animal Control Officer

Mr. Cavier submitted and reviewed *The Fund for Animals Inc., 1998 California Legislation-Action Alert*, with concerns regarding Senate Bill 1785, requiring a six day holding period which will increase costs for housing;

b. Senior Nutrition Center

Also Present: Raye Anne Kelly, Office of Education, Project Director

Ms. Kelly review status of senior on waiting list, and thanked the Board for the \$11,000 budget in County's budget for the Senior Nutrition Center.

c. Supervisor Freeman spoke of the turn out for the Newville Cemetery dedication;

d. Various meeting reports were given and issues discussed by Supervisors;

e. Later this date, Supervisor Hansen advised of letter received from Colusa Basin Drainage District, requesting letter of support for Senate Bill 10X to Governor Wilson, requiring immediate attention, upon discussion, on motion of Supervisor Freeman, seconded by Supervisor Bungarz, it was unanimously ordered to consider matter as an agenda item, based on findings that item arose after the posting of agenda; and

on motion of Supervisor Hansen, seconded by Supervisor Freeman, it was unanimously ordered to authorize the Chairman to execute support letter to be sent to Governor Wilson and Senator Johannessen, and a copy to Colusa Basin Drainage District, and direct Supervisor Hansen to prepare said letter.

4. County Counsel

Also Present: Norm Herring, County Counsel

Matter: Pursuant to Minute Order 10 of June 2, 1998, approve the following forms:

- . *Agreement for Individual Voluntary Services;*
- b. *Policy and Authorization for Volunteers to Use Privately-Owned Vehicles for County Business; and*
- c. *Volunteer Hold Harmless and Release of Liability Agreement.*

Proceedings:

a. Mr. Herring reviewed above matter;

b. Joint Powers Authority Risk Manager Scott Schimke reviewed and discussed matter with the Board, whereupon, on motion of Supervisor Bungarz, seconded by Supervisor Harris it was ordered to approve (a), (b), and (c) as listed above by the following

Vote: Ayes: Supervisors Bungarz, Freeman, and Harris

Noes: Supervisors Hansen and Mudd

5. Taxes & Assessments

Also Present: Lela J. Bjarde

Matter: Request of Mrs. Bjarde to waive penalties and interest in the following amounts:

Assessors Parcel No.	Late Penalty	Cost	Interest
022-080-0170	\$161.62	\$40.00	\$784.59
022-080-0070	\$100.50	\$40.00	\$536.55

Motion/Second : Supervisor Bungarz/Supervisor Harris

Order: Deny request

Vote: Ayes: Supervisors Bungarz, Harris, and Mudd

Noes: Supervisors Freeman, and Hansen.

6. 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

Vote: Unanimous.

7. Clerk-Recorder

Matter: Recommendation of Mr. Minto to approve Transfer of Funds No. 5019 for \$2,500.00 from General Fund Contingency to 1011020/Clerk-03240/ Publications line item account for publication purposes, which line item was inadvertently omitted from the 1998/99 Budget working papers, with amount being same as budgeted for fiscal year 1997/98.

Motion/Second : Supervisor Hansen/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

8. Clerk-Recorder

Matter: Recommendation of Mr. Minto to:

- . Approve sole source purchase of a new LCD Display Card Reader for a total cost of \$8,244.00. (Findings set forth therein); and
- b. Approve Transfer of Funds 5005/Elections from 01011100/67075 Inter Rev-Elections Trust to 01011100/07310 Fixed Asset-Equipment for \$5,609.62, and Transfer of Funds 5007/Elections from 01011100/03220 Office Expense to 01011100/07310 Fixed Asset-Equipment for \$2,634.38.

Motion/Second : Supervisor Bungarz/Supervisor Harris

Order: Approve the aforesaid matter

Vote: Unanimous.

9. Sheriff

Also Present: Lieutenant Larry Jones, Sheriff's Department

Matter: Pursuant to Minute Order 3 (a) of July 21, 1998, and on the recommendation of Lieutenant Larry Jones:

- . Award the lowest of two quotes received for a new intercom system in the Jail to U.S. Systems, Inc., of Rocklin, California for total price of \$38,123.00;
- b. Award quote from McDonald's Electric for \$2,500.00 for electrical work to be done in support of new intercom system; and
- c. Approve and execute Contract with U.S. Systems, Inc., for maintenance of equipment for an annual cost of \$2,720.00, upon review and approval of contract by County Counsel.

Proceedings: Lieutenant Jones submitted Quote from McDonald's Electric for \$2,500.00; whereupon on motion of Supervisor Bungarz, seconded by Supervisor Freeman, it was unanimously ordered to:

- . Approve matters as set forth in (a) and (b) above, adding \$11,000.00 for projects; and
- b. Approve (c) above, and authorize funding from the Sheriff's budget.

10. Capay Store

Also Present: Dennis Burreson

Mary Jo Burreson

Matter: Recommendation of Mr. & Mrs. Burreson to consider a statement to the Burreson's that there is a necessity/public convenience for an off-sale beer and wine license for the Capay Store.

Motion/Second : Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter, and authorize the Chairman to execute statement.

Vote: Unanimous.

11. Service Center

Also Present: Bill Buckner, Service Center Manager

Matter: Recommendation of Mr. Buckner to approve sole source purchase of one utility box for a new 1999 Ford F250 Pickup for purchase price of \$5,919.00. (Findings set forth therein)

Motion/Second : Supervisor Hansen/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

12. Public Works

Also Present: Tom Tinsley, Public Works Director

Matter: Hold discussion for consideration to increase funding for the Glenn County Road Department for repair of various county roads.

11:12 a.m. Deputy Clerk Sandra Pergson Left Meeting

Proceedings: Mr. Tinsley reviewed submitted information letter from Supervisor Bungarz, regarding Senate Bill 1477/Storm Repair: Local Streets and Highways; whereupon discussion was held with no action taken.

13. Finance/Sheriff

Also Present: Debbie Newman, Assistant Director of Finance

Matter: Recommendation of Mrs. Newman to:

- a. Adopt Resolution 98-187 *"Establishing The Tagment Seizure Fund #04403000"* contingent upon review and approval by County Counsel; and
- b. Request advance of funds in the amount of \$7,500.00 from the Drug Enforcement Trust to be deposited in a Tagment Operations fund in the Tehama County Treasury.

Motion/Second : Supervisor Bungarz/Supervisor Hansen

Order: Approve as set forth above, and adopt Resolution 98-187.

Vote: Unanimous.

14. Personnel

Also Present: Denny Bungarz, Supervisor

Matter: Recommendation of Supervisor Bungarz to grant a 4% increase to all non-represented employees of the County effective September 1, 1998.

11:23 a.m. Deputy Clerk Sandra Pergson Entered Meeting

Motion/Second : Supervisor Bungarz/Supervisor Freeman

Order: Grant a 4.5% increase to all non-represented employees effective September 1, 1998, subject to revision

Vote: Unanimous.

15. Resolution/Finance Department

Matter: Recommendation of Mr. Sites to adopt Resolution 98-188 *"Approving The Tax Exchange Agreement Annexation of Property/The County of Glenn Into the Provident Irrigation District."*

Motion/Second : Supervisor Freeman/Supervisor Hansen

Order: Adopt Resolution 98-188.

Vote: Unanimous.

11:26 a.m. The Chairman Ordered The Meeting In Recess

11:30 a.m. The Chairman Called The Meeting To Order

**The Chairman Adjourned to a Meeting of the
Glenn County Air Pollution Control District**

16. Resolution/Air Pollution

Matter: Recommendation of Ed Romano, Air Pollution Control Officer to adopt Glenn County Air Pollution Control District Resolution 98-04, regarding Conflict of Interest Code.

Motion/Second : Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolution 98-04.

Vote: Unanimous.

**The Chairman Adjourned to a Meeting of the
Glenn County Board of Supervisors**

17. Resolution/Resource, Planning & Development

Matter: Recommendation of Resource, Planning, and Development Director John Benoit, to adopt Resolution 98-189 *"For Financial Assurance for Mitigation and Reclamation of the Glenn County Material Sites."*

Motion/Second : Supervisor Hansen/Supervisor Harris

Order: Adopt Resolution 98-189

Vote: Unanimous.

18. Resolution/Resource, Planning & Development

Matter: Recommendation of Resource, Planning & Development Director John Benoit, to adopt Resolution 98-190 *"Creating the Class Specification for the Position of Business Development specialist and Adding the Classification of Business Development Specialist to the List of Classifications and Salary Ranges for the Resource, Planning and Development Department."* (Contingent upon review and approval of County Counsel)

Motion/Second : Supervisor Freeman/Supervisor Bungarz

Order: Adopt Resolution 98-190, upon the review and approval of County Counsel

Vote: Unanimous.

19. Resolution/Public Works

Matter: Recommendation of Public Works Director Tom Tinsley to adopt Resolutions, contingent upon review and approval by County Counsel:

- . 98-191 *"Designating Agents For Federal or State Disaster Assistance;"* and
- b. 98-192 *"Designation of Applicant's Agent Resolution."*

Motion/Second : Supervisor Bungarz/Supervisor Hansen

Order: Adopt Resolutions 98-191 and 98-192

Vote: Unanimous.

20. Resolution/Personnel

Matter: Recommendation of Personnel Director John Greco to adopt Resolution 98-193 *"Amending the Position Allocation List for the County of Glenn,"* reflecting changes made by the adoption of the final budget for fiscal year 1998/99.

Motion/Second : Supervisor Bungarz/Supervisor Harris

Order: Adopt Resolution 98-193

Vote: Unanimous.

21. RCRC/CALFED Bay-Delta

Matter: Pursuant to Minute Order 19 of August 18, 1998, continued consideration of invoice from Regional Council of rural Counties for 1998/99 Water Assessment for CALFED Bay-Delta Program and the State Water Resources Control Board involvement and activity for \$17,000.00, and if approved, direct preparation of transfer of funds from General Fund Contingency.

Proceedings:

- a. On motion of Supervisor Harris, seconded by Supervisor Bungarz, the following transpired:
 - 1. Approve \$17,000 and direct preparation of transfer of funds from general fund contingency;
 - 2. Motion in (1) above was amended by Supervisor Harris, and second concurred to use \$12,00 budgeted and get remainder of funds from the Public Works budget, and if funds are not available, then funds would come from general fund contingency;
 - 3. Vote was taken on (1) and (2) above as follows:

Ayes: Supervisors Harris and Bungarz;

Noes: Supervisors Hansen, Mudd, and Freeman

- b. On motion of Supervisor Hansen, seconded by Supervisor Bungarz, it was unanimously ordered to authorize \$12,000 and hold balance of \$5,000 until Board can have a meeting with the appropriate persons for a better understanding.

22. United Way

Also Present: Betty Skala, Human Resource Agency Deputy Director
Jay Coughlin, United Way

Matter:

- a. Recommendation of Ms. Skala to Proclaim 1998 as the thirty-fifth anniversary of the United Way in Butte and Glenn Counties; and
- b. Execute Proclamation *"Proclaiming 1998 as Thirty-fifth Anniversary of the United Way In Butte and Glenn Counties."*

Motion/Second : Supervisor Bungarz/Supervisor Freeman

Order: Approve the aforesaid matter

Vote: Unanimous.

23. Agricultural Commissioner

Matter: Recommendation of Agricultural Commissioner Ed Romano to amend Agricultural Commissioner budget by adding \$1,300.00 to the fixed asset account for needed truck weights.

Motion/Second : Supervisor Hansen/Supervisor Bungarz

Order: Approve the aforesaid matter

Vote: Unanimous.

24. Legislation/Proposition 4

Matter:

- a. Upon the recommendation of Glenn County Farm Bureau, adopt resolution to oppose Proposition 4, The Trap and Pesticide Initiative, an initiative on the November 3, 1998 ballot, if passed would eliminate two important pesticides that have proven to be very safe and useful for controlling livestock predators. (Direct preparation of Resolution)
- b. Upon the recommendation of Californians for People, Pets & Wildlife, oppose Proposition 4, which seeks to ban commonly used methods of controlling both predatory and troublesome wildlife.

Motion/Second : Supervisor Hansen/Supervisor Bungarz

Order: Adopt Resolution 98-194, and approve (b) as set forth above

Vote: Unanimous.

25. Committee/RCRC

Matter: Recommendation of Supervisor Charles Harris, for discussion and possible action to appoint Supervisor Harris to the Regional Council of Rural Counties Water Committee, and also to appoint John Benoit, Resource, Planning & Development Director, as an alternate member to said committee.

Motion/Second : Supervisor Bungarz/Supervisor Hansen

Order: Appoint Supervisor Harris as member, Supervisor Freeman as alternate, and John Benoit as a second alternate

Vote: Unanimous.

26. Cemeteries

Matter: Recommendation of Supervisor Keith Hansen to hold discussion regarding cost of headstones at various cemeteries in County.

Proceeding: The aforesaid matter was reviewed with no action taken.

27. Monroeville Cemetery

Matter: Recommendation of Supervisor Denny Bungarz to execute letters to the following persons, thanking them for their work on the rehabilitation of the Monroeville Cemetery:

- . Buildings & Grounds Department

- b. Arlan Hudson, Paradise, CA
- c. John Furry, Butte College
- d. Orland Cemetery District

Motion/Second : Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter with additional letters to Mr. Cummings, land owner and Keith Johnson

Vote: Unanimous.

28. Buildings & Grounds

Matter: Pursuant to Minute Order 3 of August 18, 1998, approve delegation of purchasing authority to the following persons in the Building and Grounds Department: Dan Gardner, Bobbe' J. Lewis, and J.P. Billings.

Motion/Second : Supervisor Freeman/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous.

29. Miscellaneous

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

- a. Letter from California State Association of Counties requesting letters of support for Assembly Bill 1212, which would authorize the issuance of \$600 million in bonds for juvenile detention facilities.
- b. Letters from the Willows Cemetery District regarding :
 - (1) Paupers field that was located south of Willows, and names of individuals that are buried in paupers field; and
 - (2) Photos of Masonic Cemetery and Graves Cemetery.
- c. Letter from Supervisor Denny Bungarz regarding progress of the Sacramento River Advisory Council and Riparian Habitat Committee.
- d. Letter from California Water Commission advising of Final Agenda on September 4, 1998, to consider its preliminary recommendations for Fiscal Year 2000 (October 1, 1999 – September 30, 2000) federal funding for water, flood control and fishery programs in California.
- e. Statistical Report from Human Resource Agency, Social Services Division, for the months of May and June, 1998.
- f. Auditor's Cash Report for the month ending July 31, 1998.

30. The Chairman adjourned the meeting at 12:18 p.m.

**ATTACHMENT 'A'
CONSENT CALENDAR**

2. Consent Calendar

Matter: Review and take actions related to the Consent Calendar

Motion/Second : Supervisor Freeman/Supervisor Bungarz

Order: Approve the aforesaid matters as set forth below

Vote: Unanimous.

a. Transfer of Funds

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	\$ Amount

5011	Road	Transfer to correct 96/97 year end accrual oversight, two years of revenue were posted to 97/98 causing a reserve, 98/99 appropriations were increased to absorb the reserve.	312,870.00
5012	Human Resource Agency – Social Services Division	To cover unanticipated replacement of air conditioning unit for warehouse needed for healthful working conditions for staff	550.00
5013	Assessor	Purchase of 2-zip Drives for the Board of Supervisors Office (\$435.00) and upgrade 5 computers (\$1483.50) - Contract #1246—(see Trans. No. 5014 & 5020 for additional appropriations to meet Contract total of \$4219.00)	1,918.50
5014	Assessor	Expenses incurred against the Property Tax Admin. Account to upgrade 5 computers – Contract #1246	1,432.60
5015	Assessor	Expenses incurred against the Property Tax Admin. Account to purchase 5 new PC's	5,500.00
5018	Standards and Training	Additional appropriation needed to send Jail staff to Standards/Training – reimbursable	13,000.00
5020	Assessor	Transfer from General Reserve to setup Appropriation into #3280 Special Dept. Expense (\$3697.10), and from General Fund into #3220 Office Expense for Upgrade of 5 computers (\$1302.90)—Contract #1246	5,000.00
5876	Marshal	Transfer to cover 97/98 fiscal year end line item accounts	2,022.00

b. Disposition of County Property

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

Department	Description	Tag #	Disposition
Agricultural Commissioner	Radiarc Sprayer with low volume	3510	Cannibalize
Finance/Central Services	Sharp F0550 Fax Machine	3442	County Auction
Auditor	IBM Stand Typewriter	64-2541	County Auction

c. Agricultural Commissioner

Upon the recommendation of Agricultural Commissioner Ed Romano, approved Transfer of County Property to the Search & Rescue – S.C.O.P.E. as follows:

Property No.	Property Description	Value
854	Ser#V080197-Base Radio w/Antenna	\$ 879.00
904	Ser#220HCL0712–Motorola Car Radio	\$ 686.00
2477	Phoenix SX Mobile Radio	\$ 579.00
644926	Motrac Radio – G41445	\$ 700.00

d. Finance Department

Upon the recommendation of Assistant Director Finance, Debbie Newman, executed Contract with Team Solutions for Accounting Software Maintenance and Support. (County Contract 265)

e. County Clerk-Recorder

Upon the recommendation of County Clerk-Recorder Vince Minto, authorized the County Clerk to execute Modification Letter from Digital Financial Services which corrects typographical errors that were made by Digital on the Municipal Lease Agreement, reducing amount owed by county of \$100.00.

f. Xerox Leases

Upon the recommendation of Chairman Mudd, ratified memorandum dated August 20, 1998, sent to all County departments, relating to County Contract No. 1054 for Xerox copier leases.

g. Minutes

Corrected Minute Order 2 (a) of August 4, 1998, to read as follows:

"Pursuant to Minute Order 20 of June 17, 1997."
