



BOARD OF SUPERVISORS

Michael Sanchez, Vice Chair 1st District

Kevin Goss, 2nd District

Sharon Thrall, 3rd District

Lori Simpson, 4th District

Jeff Engel, Chair 5th District

**AGENDA FOR REGULAR MEETING OF NOVEMBER 13, 2018 TO BE HELD AT 11:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

www.countyofplumas.com

10:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

11:00 A.M. **CALL TO ORDER/ROLL CALL**

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

ACTION AGENDA

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A) PROBATION

Approve and authorize the Chair to sign Services Agreement, not to exceed \$25,000, between County of Plumas and Alliance for Workforce Development, Inc. to provide job search services to Probation clients (Ab 109 funding); approved as to form by County Counsel **[View Item](#)**

B) BEHAVIORAL HEALTH

Approve and authorize the Chair to sign Memorandum of Understanding between County of Plumas and Plumas County Public Health for SAPT-BG Prevention and Friday Night Live Program; approved as to form by County Counsel **[View Item](#)**

2. DEPARTMENTAL MATTERS

A) **RISK MANAGEMENT** – Roberta Allen
Presentation regarding Trindel

B) ENVIRONMENTAL HEALTH – Jerry Sipe

Adopt **ORDINANCE**, first introduced on November 6, 2018, amending Certain Sections of Chapter 13 of Title 6 of the Plumas County Code, Underground Hazardous Materials Storage Tanks. **Roll call vote**

C) **PLANNING** – Randy Wilson

Appropriate \$7,900 from the General Fund Contingency to Legal Notices (\$6,400) and Office Furniture (\$1,500) within the Planning Department budget to cover unanticipated costs for FY 2018-2019; **four/fifths required roll call vote** [View Item](#)

D) **LIBRARY** – Lindsay Fuchs

Approve supplemental budget of \$1,000 for receipt of unanticipated revenue from NorthNet Library System to be used for staff development and training activities; **four/fifths required roll call vote** [View Item](#)

E) **SOCIAL SERVICES**

Authorize the purchase of two vehicles from Quincy Auto Sales, not to exceed \$40,000 each, for the Department of Social Services (\$75,000 included in the FY 2018-2019 budget); and approve budget transfer of \$4,000 from Professional Services 70590-521900 to Vehicle 70590-541501 to cover costs; discussion and possible action [View Item](#)

3. BOARD OF SUPERVISORS

- A. Correspondence
- B. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

Convene as the Walker Ranch Community Services District Governing Board

- A. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (52 cases)

Adjourn as the Walker Ranch Community Services District Governing Board and reconvene as the Board of Supervisors

- B. Personnel: Public employee performance evaluation – Director of Public Works
- C. Personnel: Public employee appointment or employment – County Administrator
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, December 11, 2018, Board of Supervisors Room 308, Courthouse, Quincy, California



Erin Metcalf
Chief Probation Officer

County of Plumas

Department of Probation
270 County Hospital Rd. #128,
Quincy, California, 95971



IA

Phone: (530)283-6200
FAX: (530)283-6165

DATE: October 30, 2018

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer

SUBJECT: Request to approve and authorize Chair Engle to sign the contract between the Probation Department and Alliance for Workforce Development pursuant to CCP AB109 funding.

Recommendation

Approve and Authorize Chair Engle to sign a contract between the Probation Department and Alliance for Workforce Development pursuant to CCP funding.

Background and Discussion

Alliance for Workforce Development was awarded \$25,000 by the CCP Executive Committee pursuant to CCP AB109 funding which was approved by the Board of Supervisors on September 4, 2018. Therefore, we respectfully request the Board of Supervisors approve and authorize Chair Engle to sign the contract.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, Ste 109, Quincy, CA 95971
(530) 283-6307 FAX (530) 283-6045



Tony Hobson, Ph.D, Director

DATE: November 13, 2018

TO: Honorable Board of Supervisors

FROM: Tony Hobson, Behavioral Health Director *(Signature)*

SUBJECT: Request to approve and authorize the Behavioral Health Director to sign a Memorandum of Understanding with Plumas County Public Health for SAPT-BG Prevention and Friday Night Live Programs.

Recommendation

Approve and authorize the Behavioral Health Director to sign the memorandum of understanding with Plumas County Public Health for the purpose of funding Substance Abuse Prevention and Friday Night Live Programs through the Substance Abuse Prevention and Treatment Block Grant (SAPT-BG) funded by DHCS.

Background and Discussion

The mission of the Behavioral Health Department includes planning, coordination and provision of a continuum of publicly funded alcohol and other drug prevention, intervention, treatment and recovery services. The goal and objectives for Prevention Services are embodied in the Plumas County Strategic Prevention Plan for 2017-2022, developed by the Plumas County Public Health Agency and approved by Plumas County Behavioral Health.

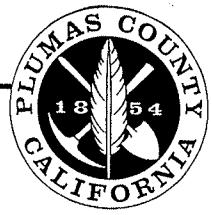
Financial Impact

There is no financial impact to the General Fund.

PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9143
(530) 283-7011

www.plumascounty.us



October 29, 2018

TO: The Honorable Board of Supervisors

FROM: Randy Wilson, Planning Director *PW*

SUBJECT: Agenda request for November 13, 2018; **RE:** Supplemental budget transfer of \$7,900 from General Fund Contingencies to Planning Department for Legal Notices and Furniture.

Recommended Action

Approve the supplemental budget transfer of \$7,900 from General Fund Contingencies to Planning Department - Legal Notices - \$6,400 and Furniture - \$1,500.

Background

When the 2018/19 budget was prepared and submitted, the amount requested for legal notices was based on the amount that was spent the previous fiscal year. Consideration was not given to a number of issues that the Planning Department and Planning Commission are working on that require numerous legal notices. Each issue requires a public hearing notice for both the Planning Commission and Board of Supervisors. If approved by the Board and it results in a code amendment, a Summary Ordinance is published twice. Because these are countywide issues, all notices are published in all four county newspapers. The issues the department is working on are the SRA Fire Safe Regulations, Telecommunications Ordinance, Water Efficient Landscapes, and a possible Model Floodplain Ordinance.

In addition, two months ago the desk in the office of the Planning Director sustained water damage caused by a malfunctioning toilet. The cost to replace the desk is estimated to be between \$1,400 and \$1,500. The actual cost will be reimbursed by the insurance company.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

3c

TRANSFER NUMBER
(Auditor's Use Only)

The reason for this request is (check one):

Approval Required

- A. Transfer to/from Contingencies OR between Departments
- B. Supplemental Budgets (including budget reductions)
- C. Transfers to/from or new Fixed Asset, within a 51XXX
- D. Transfer within Department, except fixed assets
- E. Establish any new account except fixed assets

Board
Board
Board
Auditor
Auditor

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
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TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #

Dept #

Acct #

Account Name

\$ Amount

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or bank statements to support this request. **RECEIVED**

OCT 30 2018

auditors / RISK

PLUMAS COUNTY LIBRARY

445 JACKSON STREET • QUINCY, CA 95971 • (530) 283-6310 • Fax (530) 283-3242



*Lindsay Fuchs
County Librarian*

DATE: October 30th, 2018
TO: Honorable Board of Supervisors
FROM: Lindsay Fuchs, Plumas County Librarian
SUBJECT: Supplemental Budget transfer to 20670/46070 for \$1000.00, supplemental expenditure account 20670/521900 Professional Services.

Recommendation:

Authorize supplemental budget transfer to 20670/46070 for \$1000.00, supplemental expenditure account 20670/521900 Professional Services

Background:

The library department received unexpected funding from NorthNet Library System to be used on Staff Development and Training Activities in the fiscal year 2018-2019. This money will be used for additional staff training purposes according to NorthNet guidelines for funding use.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input checked="" type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR **SUPPLEMENTAL REVENUE ACCOUNTS**
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

TRANSFER TO OR **SUPPLEMENTAL EXPENDITURE ACCOUNTS**
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

DE

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: OCTOBER 31, 2018
TO: HONORABLE BOARD OF SUPERVISORS
FROM: NEAL CAIAZZO, DIRECTOR *Neal Caiazzo*
DEPARTMENT OF SOCIAL SERVICES
SUBJ: BOARD AGENDA ITEM FOR NOVEMBER 13, 2018, CONSENT AGENDA
RE: AUTHORIZATION TO PURCHASE TWO VEHICLES FROM QUINCY AUTO
SALES FOR THE DEPARTMENT OF SOCIAL SERVICES

It is Recommended that the Board of Supervisors

Accept two bids for new vehicles from Quincy Auto Sales and authorize the Director of the Department of Social Services to sign all documents related to their purchase at a price not to exceed \$40,000 each.

Background and Discussion

The Department of Social Services has two vehicles approved in the current year budget. The Department solicited bids for the vehicles in accordance with the County of Plumas Solicitation instructions. The Department received two bids from Quincy Auto Sales that are responsive to the solicitation.

The Department requests that the Board of Supervisors accept the bids from Quincy Auto Sales and authorize the Director of the Department of Social Services to sign contracts and other necessary paperwork to complete the purchases as the Board's designee.

Financial Impact

The approved budget for each vehicle is \$37,500. A budget transfer of \$4,000 was approved to cover the balance. The recommended purchases are within the budgeted limits for these purchases. There is no direct impact to the County General Fund as a result of these purchases. The costs are offset by Federal, State and County realignment dollars.

Copy: DSS Management Staff

COUNTY OF PLUMAS REQUEST FOR BIDS FOR SERVICE VEHICLES

County of Plumas Bid Form

This bid is based on specifications for Bid Number: _____

Vehicle (circle one): New Used

Vehicle Mileage: NEW

Year, Make and Model of Vehicle: 2019 TOYOTA HIGHLANDER LE PLUS- V-6 AWD

Total Bid Price: \$ 36800.00

~~ELECTRONIC FILING FEE~~
Documentary Fee: ~~4~~ TIRE FEE \$ 109.00

State Sales Tax (7.50%): 1.25 \$ 2673.80

TOTAL BID COST - FOB Quincy \$ 39582.80

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

- SUBJECT TO PRIOR SALE
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Firm Name: QUINCY AUTO CO.

Address: P.O. BOX 1936 City: QUINCY Zip Code: 95971

Authorized Representative Name: JACK L BROWN Title: OWNER

Telephone: 530-283-2277 Email Address: QUINCY AUTO @ ATT.NET

Signature: JACK L BROWN Date: 10-18-18

Please include business card.

COUNTY OF PLUMAS REQUEST FOR BIDS FOR SERVICE VEHICLES

County of Plumas Bid Form

This bid is based on specifications for Bid Number: _____

Vehicle (circle one) New Used

Vehicle Mileage: NEW

Year, Make and Model of Vehicle: 2019 SIENNA LE 3.5L AWD 7PSGR

Total Bid Price: \$ 35900.00

DOCUMENT FILING FEE
Documentary Fee: + TIRE FEE \$ 109.00

State Sales Tax (7.50%): 7.25 \$ 2608.55

TOTAL BID COST - FOB Quincy \$ 38617.55

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

- SUBJECT TO PRIOR SALE
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Firm Name: QUINCY AUTO SALES

Address: P.O. BOX 1936 City: QUINCY Zip Code: 95971

Authorized Representative Name: JACK L. BROWN Title: OWNER

Telephone: 530-966-5463 Email Address: QUINCY AUTO@ATT.NET

Signature: Jack L. Brown Date: 10-18-18

Please include business card.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Department of Social Services Dept. No: 70590 Date 11/13/2018

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input checked="" type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR **SUPPLEMENTAL REVENUE ACCOUNTS**
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF
SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

TRANSFER TO OR SUPPLEMENTAL EXPENDITURE ACCOUNTS
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Bids submitted exceed the adopted budget for FY 18/19 for vehicle purchases

B) Contracts budgeted in professional services have come in lower than anticipated.

C) Vehicles are need to provide client and staff transportation.

D) Bids submitted exceed the adopted budget for FY 18/19 for vehicle purchases

Approved by Department Signing Authority: Neal Langlo

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature: John G. M.

Board Approval Date: _____

Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____

Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.