

**REGULAR MEETING OF THE BOARD OF SUPERVISORS
COUNTY OF PLUMAS, STATE OF CALIFORNIA
HELD IN QUINCY ON MARCH 21, 2006**

1. ROLL CALL

The meeting is called to order at 10:00 a.m. with Supervisors Rose Comstock, William Powers, William Dennison, Ole Olsen and Chairman, Robert Meacher present.

2. INVOCATION AND FLAG SALUTE

Pastor Tarleton from the First Baptist Church of Quincy offers the invocation and Supervisor Comstock leads the flag salute.

3. PUBLIC COMMENT OPPORTUNITY

None.

4. PLUMAS COUNTY DEPARTMENT HEADS COMMENT PERIOD

Chairman Meacher gives recognition to Supervisor Comstock as Senate District No. 1 "Women of the Year". Supervisor Comstock was named "Women of the Year" by Senator David Cox and was honored at the State Capitol in Sacramento on March 20, 2006. Congratulations to Supervisor Comstock.

Kathleen William, Clerk/Recorder addresses the Board with a recap of a recent visit to Plumas County by Bruce McPherson, California Secretary of State.

5. ASSESSOR

RESOLUTION 06-7251 RE: INCREASING POSITION ALLOCATION – APPRAISER

Motion is made by Supervisor Dennison and seconded by Supervisor Powers adopting Resolution No. 06-7251, amending the Plumas County Allocation for Budget Year 2005/2006 to reflect an additional flexibly staffed 1.0 FTE as an Appraiser Assistant or Appraiser I, II, III. AYES: Supervisors Olsen, Dennison, Comstock, Powers and Meacher. NOES: None. ABSENT: None. Carried and so ordered.

6. SOCIAL SERVICES

\$52,000 BUDGET TRANSFER – PURCHASE OF OFFICE FURNITURE

This matter is before the Board for approval of a budget transfer for \$52,000 from Computer Hardware to Office Furniture/Equipment. The subject transfer will cover the balance due on the invoice submitted by Western Contract for purchase of furniture for the new Health & Human Services Center. Social Services had requested and were approved \$52,000 for the purchase of computer equipment for the ISAWS system during the budget process. In November of 2005, the State then decided that they would bare the burden of refreshing the computers, which then made those funds available for the furniture.

Jack Ingstad, CAO Addresses the Board requesting that in the future, all county department heads address budget transfers prior to incurring any debt.

Following discussion by the Board, motion is made by Supervisor Olsen and seconded by Supervisor Powers to approve a budget transfer for \$52,000 from Computer Hardware to Office Furniture to cover the balance of the Western Contract for furniture purchased for the new Health & Human Services Center. AYES: Supervisors Olsen, Dennison, Powers and Meacher. NOES: Supervisor Comstock. ABSENT: None. Carried and so ordered.

Supervisor Comstock is opposed because she believes that county department heads need to follow Board policy and guidelines.

7. COUNTY COUNSEL

2005 GRAND JURY RECOMMENDATIONS, IMPLEMENTATION

Following discussion, this matter is continued to April 04, 2006.

RESOLUTION 06-7252 RE: EXCHANGE OF PROPERTY TAX INCREMENT – CHESTER PUD AND CHESTER FIRE PROTECTION

Motion is made by Supervisor Dennison and seconded by Supervisor Powers adopting Resolution No. 06-7252, regarding the Negotiated Exchange of Property Tax Increment to the Chester Public Utility District and the Chester Fire Protection District in Relation to the St. Clair and the Vandenberghe Annexations (2004-ANX-001-Revised, 2005-ANX-001, 2005-ANX-008, 2005-ANX-009). AYES: Supervisors Olsen, Dennison, Comstock, Powers and Meacher. NOES: None. ABSENT: None. Carried and so ordered.

**8. INNOVATIVE CLAIM SOLUTIONS
WORKERS COMPENSATION**

Plumas County has selected Innovative Claim Solutions, Inc. to administer benefits within the laws and regulations put forth in the Labor Code. Representatives from Innovative Claim Solutions, Inc. are present and address the Board regarding the California Workers Compensation System. With the coming of the industrial revolution and rise of labor union, the California Legislature decided in 1913 to implement under the Boynton Act a set of laws that created a mandatory worker's compensation system in California. This matter is for informational purposes only, no action is taken.

NOON RECESS

AFTERNOON SESSION

The Board reconvenes at 1:30 p.m. with all Board members present as in the morning session.

**9. BOARD OF SUPERVISORS
AUDIO TAPING OF BOARD MEETINGS**

Following presentation by Supervisor Powers and discussion by the Board, motion is made by Supervisor Powers, seconded by Supervisor Dennison and carried, with Supervisor Olsen opposing, authorizing staff to begin searching for a new recording system for audio taping Board of Supervisors meetings. The purchase of a new system shall be included in the proposed FY 2006-2007 budget..

CLOSED SESSION

The Board meets in closed session from 11:45 a.m. to 12:10 p.m. regarding personnel.

Public employee performance evaluation – County Librarian

**10. COUNTY COUNSEL
CLOSED SESSION**

The Board meets in closed session from 1:30 p.m. to 1:50 p.m. for conference with Legal Counsel regarding potential liability (Government Code Sec. 54956.9(b)(1))

**11. COUNTIES' QLG FORESTER
COUNTIES' QLG FORESTER CONTRACT**

Following presentation by Frank Stewart, Counties' QLG Forester and discussion by the Board, motion is made by Supervisor Comstock, seconded by Supervisor Olsen and unanimously carried to extend the Joint Powers Agreement for "Counties QLG Forester" re-affirming and extending the agreement, and adding provisions for the funding of litigation for defense of the Quincy Library group Act through December 2009, and authorize the Chair to sign.

12. COUNTY ADMINISTRATIVE OFFICE FY 2006-2007 BUDGET PREPARATION

Following presentation by Jack Ingstad, CAO and discussion by the Board, motion is made by Supervisor Powers, seconded by Supervisor Dennison and unanimously carried to approve as follows:

The following information is in addition to the proposed overview of the budget process as outlined in the backup material from the County Administrative Officer dated March 21, 2006. A copy of the material may be obtained from the County Administrative Office.

Budget Calendar

Approve the Budget Calendar as submitted and amended (see following document).

Salaries & Benefits

Effective April 03, 2006 the CAO will not approve any budget transfers from Salaries and Benefits for the remainder of FY 2005-2006. All requests must be approved by the Board of Supervisors.

Fixed Assets

Effective June 01, 2006, the Auditor/Controller will not pay any claims submitted for purchase of fixed assets for the remainder of FY 2005-2006. All requests must be approved by the Board of Supervisors.

Capital Improvement Committee

Establish a Capital Improvement Committee. The purpose of the Committee is to provide a means to develop a County-wide priority listing of departmental requests for real property, office space and capital equipment during the annual budget preparation process. The Committee will review all requests for new vehicles, facilities and equipment in excess of \$10,000.

Critical Staffing Committee

Establish a Critical Staffing Committee. The Committee shall review all requests for new positions for organization ranking. No new positions will be considered until preliminary budget numbers are available.

Board Budget Priorities

A special meeting of the Board of Supervisors is scheduled for April 12, 2006 at 9:00 a.m. in the Board Chambers. The Board will establish budget priorities for FY 2006-2007.

Meeting with County Department Heads

A special meeting of the Board of Supervisors is scheduled for June 05, 07, 08, 2006 at 9:00 a.m. in the Board Chambers for meeting with County Department Heads regarding their proposed budget for FY 2006-2007.

AMENDED
FY 2006-07 Budget Calendar

	Due Date	Comments
1) Management Council discussion and recommendations on budget preparation policies	March 3, 2006	
2) Budget Officer provides Board of Supervisors Budget Goals	March 21, 2006	
3) Board of Supervisors set Budget Goals	March 21, 2006	
4) Budget Kick-off meeting. Orientation on budget prep. Manual	March 24, 2006	Noon/Boardroom
5) Deadline to submit all capital improvement requests to Capital Improvement Committee (CIC)	March 31 , 2006	
6) Deadline to submit request to create new positions or reallocation of existing positions to Critical Staffing Committee (CSC)	March 31 , 2006	
7) Capital Improvement Workshop	April 10 , 2006	
8) Critical Staffing Workshop	April 10 , 2006	
9) Board Budget Priorities	April 12 , 2006	9:00 a.m. - Boardroom
10) Deadline for submitting calculation of expenditures & revenues for current year	April 14 , 2006	
11) Deadline for submitting a status quo budget for the new fiscal year	April 14 , 2006	
12) Deadline for submitting changes in service levels	April 14 , 2006	
13) Recommendations due from CIC and CSC	April 28 , 2006	
14) Department Head Budget Meetings with CAO & Auditor	May 2 – 31, 2006	
15) Board of Supervisors budget review	June 5, 7, 8 , 2006	9:00 a.m. - Boardroom
16) Public Hearing	June 13, 2006	
17) Public Hearing & Adoption	June 27, 2006	

WEEKLY REPORT

Weekly report by Jack Ingstad, CAO regarding meetings attended, key topics and project updates.

13. BOARD OF SUPERVISORS ANNOUNCEMENTS AND REPORTS

None.

14. COUNTY COUNSEL CLOSED SESSION

The Board meets in closed session from 4:35 p.m. to 5:00 p.m. for conference with Legal Counsel.

- Real Property Negotiations pursuant to Govt. Code 54956.8
- Potential liability pursuant to 54956.9(b)(1)

15. BOARD OF SUPERVISORS

CLOSED SESSION RE: LABOR NEGOTIATIONS – SHERIFF’S DEPARTMENT

This matter is continued to April 04, 2006.

16. CONSENT AGENDA

Motion is made by Supervisor Powers and seconded by Supervisor Dennison to approve the following consent agenda items. AYES: Supervisors Olsen, Dennison, Comstock, Powers and Meacher. NOES: None.

ABSENT: None. Carried and so ordered.

A) PLANNING & BUILDING SERVICES

- 1) Adoption of an **ORDINANCE** 06-1044, first read on March 14, 2006, rezoning certain real property consistent with certain General Plan Amendments.
- 2) Budget transfer for \$16,725 from Regular Wages to Computer Hardware for purchase of a scanner, computer and accessories

B) SHERIFF

Adoption of an **ORDINANCE** 06-1045, first read on March 14, 2006, amending Section 10-1.12 (Motor Propelled Boats) of Chapter 1 of Title 10 of the Plumas County Code (an amendment limiting outboard/inboard horsepower allowed for Lower Bucks Lake).

C) ELECTIONS

- 1) **RESOLUTION** 06-7253, authorizing the Plumas County Clerk, Registrar of Voters to conduct an all-mailed ballot election on July 18, 2006 within the boundaries of the Quincy Fire Protection District, a Measure submitting to the Voters of the District approval to adopt a Special Tax, and authorize the Clerk/Recorder to conduct the election by using any amended language if necessary.
- 2) **RESOLUTION** 06-7254, authorizing the County Clerk, Registrar of Voters to permit the Gold Mountain Community Services District to conduct a mailed ballot election submitting a Special Tax Measure on July 18, 2006.
- 3) Supplemental budget for \$2,300 for receipt of refund for election programming training fees.

D) PUBLIC HEALTH AGENCY

- 1) Approve the appointment of Valeska Armisen, M.D., as Health Officer for Plumas County, effective April 1, 2006, and authorize the Chair to sign the Agreement. Approved as to form by County Counsel.
- 2) Approve a request for a Plumas County Public Health Agency staff member to work a four-day workweek (Public Health Nurse I).
- 3) Budget Transfer for \$2,500 in Budget Unit 70559-Federal AID Title III from 53010-Support-Care of Persons to 54262-Video Equipment (Fixed Asset).

- 4) Approve the FY 2006-07 contract with the Health Resources and Services Administration (HRSA) HIV/AIDS Title III Early Intervention Services Program for \$236,393 and authorize the Director of Public Health to sign assurances and subsequent contract as the Board's designee, and authorize the Chair to sign related subcontracts over \$10,000 in Budget Unit 70559, and approve the FY 2006-07 contract with State Department of Health Services, Office of AIDS, not to exceed \$138,713 for the Mountain Counties AIDS Consortium funding, and authorize the Director of Public Health to sign assurances and subsequent contract as Board designee, and authorize the Chair to sign related subcontracts over \$10,000 in budget unit 70560, and any subsequent contracts approved by County Counsel.
- 5) **RESOLUTION** 06-7255, authorizing the submittal of the annual application to the California Integrated Waste Management Board for the Local Enforcement Agency (LEA) Grant for FY 06-07, and authorize the Director of Environmental Health to sign various assurances as Board designee.
- 6) Approve Amendment #2 to an existing Agreement with Lawrence Livermore National Laboratories for Professional Services related to Groundwater Monitoring at Lake Davis; and approve a Supplemental Budget for Environmental Health Budget Unit 20550 to decrease revenues from the Lake Davis Trust Fund and decrease expenditures in Professional Services from \$29,960 to \$18,160 as specified in the Amendment.
- 7) Approve a Supplemental Budget for \$11,150 Environmental Health (Budget Unit 20550) to increase revenues from Fees for Service (Account #45160), and decrease revenues from the State Lead Enforcement Grant (Account #44227), and increase various line items expenditures associated with moving into the new Health and Human Services Center.

17. APPOINTMENTS

None.

18. CORRESPONDENCE

None.

19. LEGISLATION UPDATE

None.

ADJOURNMENT

The Board adjourns at 5:10 p.m. to meet again on April 04, 2006 at 9:00 a.m. as the Community Development Commission and at 10:00 a.m. as the Board of Supervisors for all purposes.