



## **BOARD OF SUPERVISORS**

Terrell Swofford, 1<sup>st</sup> District  
Robert A. Meacher, Vice Chair 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Lori Simpson, Chair 4<sup>th</sup> District  
Jon Kennedy, 5<sup>th</sup> District

## **MEETING MINUTES**

### **REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON MAY 17, 2011**

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## **STANDING ORDERS**

10:00 A.M.

### **CALL TO ORDER/ROLL CALL**

**Present:** Supervisor Swofford, Supervisor Simpson, Supervisor Meacher, Supervisor Thrall, Supervisor Kennedy.

In attendance are Jack Ingstad, County Administrative Officer, Craig Settemire, County Counsel, and Nancy DaForno, Clerk of the Board

### **FLAG SALUTE**

Supervisor Swofford leads the flag salute.

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

At the request of County Counsel, agenda matter 5.H.1. – Information Technology is removed from the consent agenda to allow for discussion.

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## **PUBLIC COMMENT OPPORTUNITY**

## **ACTION AGENDA**

### **1. BOARD OF SUPERVISORS**

#### **A. CORRESPONDENCE**

None

#### **B. Support of Catastrophic Wildfire Community Protection Act (Herger – H.R. 1485). Discussion and possible action**

**Motion: Action:** Approve and authorize the Chair to sign letter to US Representative Wally Herger as presented, **Moved by** Supervisor Meacher, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

### **C. INFORMATIONAL ANNOUNCEMENTS**

Report by Supervisor Thrall regarding issues related to County government and include Commission on Aging meeting; Area Agency on Aging representation

Report by Supervisor Swofford regarding issues related to County government and include Grizzly Lake Community Services District meeting; Portola City Council; Crym meeting regarding pond and plug issues; Sierra Valley Resource Advisory Committee meeting

Report by Supervisor Kennedy regarding issues related to County government and include Solid Waste Task Force meeting; participated in Harlem Ambassadors basketball game fundraiser at FRC

Report by Supervisor Meacher regarding issues related to County government and include Stewardship Council Board of Directors meeting; meeting with USFS Mt. Huff Ranger District

Report by Supervisor Simpson regarding issues related to County government and include Mental Health Commission; First 5 Commission meeting

### **D. Appointments**

#### **PLUMAS CORPORATION**

Appoint Susan Bryner to the Plumas Corporation Board of Directors to replace Doug Miller, representing District 3

**Motion: Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

## **2. COUNTY ADMINISTRATIVE OFFICE** – Jack Ingstad

### A. Budget Briefing

#### Departmental Matters

### B. **AUDITOR/CONTROLLER** – Shawn Montgomery

1. Adopt Administrative Policies: Budget Authority & Policy; Year End Budgetary Authority & Year End Audit-Related Procedures and Contract Authority & Procedures as presented

**This matter is continued to June 07, 2011**

2. Adopt revised County Credit Card Policy as recommended

**This matter is continued to June 07, 2011**

3. GASB54 – Adopt **RESOLUTION 11-7692** for Fund Balance & Budgetary Reserve Policies.

#### **Roll call vote**

**Motion: Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

4. Authorize re-organization of positions within the Auditor/Controller's department: approve revisions made to the Accountant job descriptions; approve the updated pay rate; eliminate the .5 FTE Assistant Auditor/Controller positions and replace it with the 1.0 FTE Accountant position

**Motion: Action:** Approve request contingent upon no objection by the two employee bargaining units involved, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

C. **SOCIAL SERVICES** – Elliott Smart

Presentation of Social Services Trends report for quarter ending March 31, 2011

D. **PROBATION** – Sharon Reinert

Adopt a **RESOLUTION** 11-7693 to increase the existing position allocation – Probation Officer position from .75 FTE to 1.0 FTE. **Roll call vote**

**Motion:** **Action:** Approve contingent upon availability of funding from the State, **Moved by** Supervisor Meacher, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

E. **PUBLIC HEALTH AGENCY** – Mimi Hall

Report and update on the Northern Sierra Collaborative Health Network

F. **NNC COMMITTEE** – John Cunningham

Presentation and request for approval of proposed policy and procedure efficiency changes drafted by the NNC Committee

**This matter is continued to June 07, 2011**

3. **SIERRA BUSINESS COUNCIL** – Martini Morris

Presentation of *Sierra Nevada Geotourism Project* and adoption of **RESOLUTION** 11-7694 in support of the project. **Roll call vote**

**Motion:** **Action:** adopt Resolution No. 11-7694, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

4. **PLUMAS ARTS** – Roxanne Valladao

Presentation by the Lake Almanor, Indian Valley, Quincy & Eastern Plumas Chambers of Commerce and Plumas Arts working as the Plumas County Culture, Civic and Commerce Coalition

5. **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. **At the request of County Counsel, 5.H.1.**

**– Information Technology is removed from the consent agenda to allow for discussion.**

**Motion:** **Action:** Approve the following consent agenda with the exception of matter 5.H.1.-Information Technology, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Meacher.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

A. **PUBLIC HEALTH AGENCY**

- 1) Approve Amendment No. 1 to contract with Dr. Valeska Armisen of \$10,000 or more for Public Health for FY 2010-2011, and authorize the Chair to sign
- 2) Approve submission of an application to the National Association of Counties and City Health Officials to engage in a community health improvement process
- 3) Approve a contract extension and supplemental budget of \$12,805 for the Hospital Preparedness Program from FY 2009-2010 to 2010-2011. **Four/fifths required roll call vote**

**B. PUBLIC WORKS**

Authorize the County Administrative Officer and Director of Public Works to purchase two new rotary snow blowers, not to exceed \$700,000 from the approved FY 2010-2011 budget, and designate equipment as fixed assets

**C. SHERIFF**

Approve supplemental budget of \$140,468 (Dept. 70344) for FY 2009 Homeland Security Grant award.  
**Four/fifths required roll call vote**

**D. OFFICE OF EMERGENCY SERVICES**

Adopt a **RESOLUTION** 11-7695 authorizing submittal of the annual FY 2011 Emergency Management Performance Grant application, and authorize the Director of Emergency Services to sign various assurances

**E. CHILD ABUSE PREVENTION COUNCIL**

Adopt a **RESOLUTION** 11-7696 reaffirming the Plumas County Child Abuse Prevention Council is the body authorized to administer the Children's Trust Fund

**F. ELECTIONS**

Approve and authorize the Clerk/Recorder to sign two year agreement with Premier Election Solutions for post warranty hardware maintenance services, software license and software support agreement of \$6,220 per year

**G. SOCIAL SERVICES**

- 1) Adopt **RESOLUTION** 11-7697 approving Plumas County Child Welfare Services 2011-2014 System Improvement Plan for the California Child and Family Services Outcome and Accountability System; and authorize the Director of Social Services to submit the update to the State Department of Social Services
- 2) Approve and authorize the Director of Social Services to sign contracts with the Child Welfare Services Outcome Improvement project (Plumas Crisis Intervention and Resource Center of \$57,000 and Plumas Rural Services of \$42,000); and authorize the Department of Social Services to extend the agreements for an additional period not to exceed twelve calendar months subject to the continuing availability of State general Fund support for this program and an agreement regarding compensation available under an extended agreement
- 3) Approve budget transfer of \$7,251 and authorize purchase of fixed assets prior to June 15, 2011 (two cross cut shredders)

**H. INFORMATION TECHNOLOGY**

Approve budget transfer of \$35,000 and authorize purchase of fixed assets (computer hardware)

**INFORMATION TECHNOLOGY**

**This matter is removed from the consent agenda to allow for discussion**

- 1) Approve and authorize the Chair to sign software support agreement for Application Extender Imaging Software

**Motion: Approve subject to requirement of two signatures or corporation resolution authorizing one signature, Moved by Supervisor Meacher, Seconded by Supervisor Kennedy.**

**Vote: Motion carried by unanimous roll call vote (summary: Yes = 5).**

**Yes: Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.**

**NOON RECESS**

## **AFTERNOON SESSION**

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

**6. 1:30 P.M. PLANNING – Randy Wilson**

**PUBLIC HEARING** in accordance with California Elections Code, commencing with §21500, for the purpose of determining revised mapping boundaries of the supervisorial districts in Plumas County. Possible adoption of new district boundaries and/or direction to staff.

The public hearing is opened. There being no comment, the public hearing is closed and before the Board for discussion.

**Motion: Action:** Motion of Intent approving redistricting option Plan “C” and direct staff to return to the Board with an appropriate final action, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Swofford.

**Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

**Yes:** Supervisor Kennedy, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

**No:** Supervisor Meacher.

**7. 2:00 PUBLIC WORKS – Robert Perreault**

Discussion, possible action and/or direction to staff regarding the following Countywide Solid Waste Program issues:

- A. Review of Solid Waste revenue/expense report
- B. Status report on the Solid Waste Closure Fund
- C. Consideration of Special Pollution and Remediation Insurance for two county landfills
- D. Consideration to retain R3 Consulting
- E. Consider continuation of limited operations at the Graeagle Transfer Station  
**At the request of the Solid Waste Task Force, this matter is postponed until June 2011**
- F. Review of additional revenue options
- G. Issues identified for future countywide discussion and consideration
- H. Audited, annual financial statements from each Franchise Contractor
- I. Solid Waste rate increase request (10.2%), submitted by InterMountain Disposal, Inc.
- J. Establish a date for the Board of Supervisors to conduct workshop discussions in regard to the proposed, draft, replacement Solid Waste Franchise Contracts

Recommended action by the Board is presented and discussion is held.

**Motion: Action:** Uphold the recommendations of Public Works and approve as follows: **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Thrall.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

1. In regard to "Administrative Fee", increase the amount from 4% (existing) to 5%, the name of account to be changed to "Operation Fee"
2. Approve a supplemental budget of \$49,924 for FY 2010-2011 engineering contract payments
3. Until further notice, continue the status quo in regard to the purchase of special Pollution and Remediation Insurance for the two county landfills and to re-visit the matter during consideration of the proposed budget for FY 2011-2012
4. Set June 21, 2011 for a workshop, including discussion with the two franchise contractors, in regard to the draft replacement

## **8. CLOSED SESSION**

### **ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Public employee discipline/dismissal/release with regard to two employees of the Alcohol & Drug Department (Gov. Code Section 54957(b))
- B. Conference with Legal Counsel: Existing Litigation - County of Plumas vs. Jeff Cunan, DOES 1 through 10, inclusive, Plumas County Superior Court, Case No. CV10--00320.
- C. Conference with Legal Counsel: Existing Litigation - *County of Butte, et al. v. California Department of Water Resources*, Yolo County Superior Court Case No. CV-09-1258 (Government Code 54956.9(a)).
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3, and Confidential Employees

### **REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

Following closed session, County Counsel announces there was no reportable action taken.

### **ADJOURNMENT**

Adjourned meeting to Tuesday, June 07, 2011, Board of Supervisors Room 308, Courthouse, Quincy, California