



**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

**AGENDA FOR MEETING OF JUNE 21, 2011 TO BE HELD AT 10:00 A.M. IN THE  
BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

**9:00 – 10:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION**  
**[www.countyofplumas.com](http://www.countyofplumas.com)**

**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.

**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**

10:00 A.M. **CALL TO ORDER/ROLL CALL**

**INVOCATION AND FLAG SALUTE**

**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.

## **ACTION AGENDA**

### **SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Grizzly Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District.

1. 10:10 **FLOOD CONTROL AND WATER CONSERVATION DISTRICT** – Brian Morris
  - A. Approve renewal of professional services agreement with Leah Wills for FY 2011-2012, and authorize the General Manager to sign
  - B. Report and update on watermaster fees. Discussion and further direction to staff
2. 10:20 **GRIZZLY RANCH COMMUNITY SERVICES DISTRICT** – Robert Perreault  
Authorize the County Engineer, acting as the Manager of Grizzly Ranch CSD, to sign an Addendum to the November 25, 2008 Agreement between the CSD and Fruit Growers Lab for water testing

### **Adjourn as the Governing Board for special districts and reconvene as the Board of Supervisors**

3. 10:30 **COMMUNITY DEVELOPMENT COMMISSION/TRANSPORTATION COMMISSION** – David Keller and Robert Perreault
  - A. Presentation of Greenville Sewer Income Survey; and Board action to receive and file report as presented
  - B. Presentation of Mobility Management Feasibility Study; acknowledge Preparation of Study. Discussion and possible action
4. 10:45 **BOARD OF SUPERVISORS**
  - A. Approve renewal of legal services agreement with Michael Jackson for FY 2011-2012, and authorize the Chair to sign
  - B. Correspondence
  - C. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.
5. 11:00 **COUNTY ADMINISTRATIVE OFFICE** – Jack Ingstad
  - A. Budget Briefing
  - B. In accordance with Government Code §29064, approve **RESOLUTION** adopting the recommended budget for Plumas County and the Dependent Special Districts therein for FY 2011-2012. **Roll call vote**
  - C. Approve and authorize the Chair to sign Memorandum of Understanding between the Plumas Superior Court and County of Plumas for FY 2010-2011

### **Departmental Matters**

- D. **LIBRARY** – Margaret Miles  
Request to appropriate \$3,000 from the General Fund Contingency to cover outstanding and anticipated propane costs for the remainder of FY 2010-2011. Four/fifths required roll call vote
- E. **AUDITOR/CONTROLLER** – Shawn Montgomery
  1. Board action to designate Supervisor Simpson as the Board of Director of Trindel; change Supervisor Meacher from alternate CSAC-EIA member to primary; and designate the Risk Manager as alternate on both Boards
  2. Adopt a **RESOLUTION** replacing Resolution No. 98-6207, authorizing two-year and five-year audits for Special Districts. **Roll call vote**

F. **HUMAN RESOURCES** – Gayla Trumbo

Adopt a **RESOLUTION** to amend the position allocation for the department of Auditor/Controller by deletion of .5 FTE Assistant Auditor/Controller and addition of 1.0 FTE Accountant. **Roll call vote**

G. **PLUMAS-SIERRA COUNTY FAIR** – John Steffanic

Request for Board action authorizing the Fair to operate in the negative for FY 2011-2012 and until revenues from the 2011 County Fair are accounted for in the County treasury

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

Approve and authorize execution of Agreement No. 11-NNA32 with the California Department of Alcohol & Drug Programs for providing alcohol and drug services for FY 2011-2012 and FY 2012-2013; authorize the Director of Public health to sign Standard Agreement and execute subsequent documents pertaining to Agreement No. 11-NNA-32 as the Board's designee; and appoint the Director of Public health as the designated Plumas County Alcohol & Drug Program Administrator

6. **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. **SHERIFF**

- 1) Approve and authorize the Chair to sign contract with A&P Helicopters for serial marijuana recon, amount not to exceed \$50,000
- 2) Approve new contract and ratify payment of \$35,820 to Sierra Electronics for services provided after expirations of Contract PCSO00070 on December 31, 2010

B. **CHILD SUPPORT SERVICES**

Approve and authorize the Chair to sign Amendment No. 1 to Services Agreement between Plumas County and Bob's Janitorial Services

C. **PUBLIC HEALTH AGENCY**

- 1) Approve a budget transfer of \$4,000 for Senior Transportation (Department 20480) from Wages-51000 to Fuel Expenses-521102
- 2) Approve a budget transfer of \$1,000 for Public Health (Department 70560) from Wages-51000 to In-County Travel-527400 and Out of County Travel-527500
- 3) Approve submission of the US Department of Health and Human Services Health Resources and Services Administration Grant, School Based Comprehensive Oral Health Services Grant Program, and authorize the Director of Public Health to sign related documents

D. **INFORMATION TECHNOLOGY**

Approve and authorize the Chair to sign Standard Services Agreement, not to exceed \$18,564, with ESRI, Inc. for GIS software

**NOON RECESS**

7. 1:30 P.M. **PLANNING** – Randy Wilson
- A. Introduce and waive the first reading of an **ORDINANCE** to adjust the boundaries of the Supervisorial Districts in Plumas County (Plan “C” approved by the Board on May 17, 2011). **Roll call vote**
  - B. Set aside in part certification of Environmental Impact Report for Feather River Inn as provided in the order of court (High Sierra Rural Alliance v. County of Plumas, Real Party in Interest: Schomac Group, Inc., Case No. CV09-00174) Discussion, possible action and/or direction to staff
8. 1:45 **PUBLIC WORKS** – Robert Perreault
- Discussion, possible action and/or direction to staff regarding the following Countywide Solid Waste Program issues:
- A. Review of Capital Improvement Needs for the Solid Waste Program
  - B. Consider Continuation of Limited Operations at the Graeagle Transfer Station
  - C. Audited, Annual Financial Statements from InterMountain Disposal, Inc.
  - D. Solid Waste Rate Increase Request (revised), submitted by InterMountain Disposal, Inc.
  - E. Audited, Annual Financial Statements from Feather River Disposal, Inc.
  - F. Solid Waste Rate Decrease Response, submitted by Feather River Disposal, Inc.
  - G. Conduct workshop discussions in regard to the proposed, draft, replacement Solid Waste Franchise Contracts

## **9. CLOSED SESSION**

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

- A. Conference with Legal Counsel: Claim Against the County filed by Christian B filed on April 29, 2011 pursuant to Government Code §910.4
- B. Conference with Legal Counsel: Claim Against the County filed by Mia F filed on April 29, 2011 pursuant to Government Code §910.4
- C. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (c) of Government Code §54956.9 (1 case)
- D. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (a) of Government Code Section 54956.9 – Kerns: Patricia v. County of Plumas, Plumas County Superior Court Case No. CV10-00312
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- F. 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)**

### **ADJOURNMENT**

Adjourn meeting to Tuesday, July 05, 2011, Board of Supervisors Room 308, Courthouse, Quincy, California.



1A

## BOARD AGENDA REQUEST FORM

Department: Flood Control

Authorized Signature: [Signature]

Board Meeting Date: June 21, 2011

Consent Agenda: ☐ Yes ☒ No

Request for 15 minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approve renewal of professional services agreement with Leah Wills for fiscal year 2011-12, and authorize the General Manager to sign.

B. Update on state watermaster fees; discussion and further direction to staff.

C. ~~Discussion and direction to staff regarding possible donation of Rock Creek Dam bench to Plumas County.~~

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☐ / N ☐)

Signed? (Y ☐ N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached. (if a specific newspaper is required, enter name here.)

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

# PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

---



## MEMORANDUM

**To: Board of Directors**  
**From: Brian Morris**  
**Date: June 13, 2011**  
**Re: Extension of Professional Services Agreement with Leah Wills**

---

Attached, for review and approval by the Board, is a contract to continue the professional services provided by Leah Wills into the 2011-2012 fiscal year.

Under her contract, Ms. Wills will continue to work on the Flood Control District's behalf in a number of important areas:

- Development of an application for an Integrated Regional Water Management planning grant to update the 2005 Feather River IRWM Plan to meet current program requirements and reflect the evolution of local priorities and issues.
- Improvement of water rights/water supply analysis and mitigation planning for stream restoration projects.
- Coordination with other agencies and NGOs on relicensing and license implementation of FERC projects, particularly water quality issues related to temperature and mercury.
- Establishment of an upper watershed order for the long-term Irrigated Lands Regulatory Program and local policies and projects to respond and adapt.
- Continuation as a long-time liaison with the tribes and other Native American groups.

As presented to the Board in the Flood Control budget proposal for 2011-12, we anticipate a donation of \$21,000 from Water for California to support Ms. Wills' contract. Additional funding will be pursued through the IRWM planning grant. Any payment obligations under the contract are conditioned upon receipt of funding.

**Recommendation: That the Board approve the attached agreement and authorize the General Manager to sign.**

## Plumas County Flood Control & Water Conservation District

### PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is entered into by and between the Plumas County Flood Control & Water Conservation District ("District") and Leah Wills ("Contractor").

1. **Services Provided by Contractor.** Generally, Contractor shall provide services to the District to promote watershed investment, facilitate watershed management and restoration projects, and contribute to water policy development. Contractor shall consult with District on an ongoing basis to identify and prioritize specific services provided under this Agreement.
2. **Compensation.** In consideration of the services rendered, District shall compensate Contractor at a rate of Sixty Seven Dollars and Fifty Four Cents (\$67.54) per hour. Subject to pre-authorization by District, District shall reimburse Contractor for reasonable and necessary travel expenses for travel outside of Plumas County. Contractor shall submit an invoice to District for each calendar month in which services are provided. Notwithstanding any other provision of this Agreement, District's obligations to pay Contractor shall not exceed the sum of (1) donations received from Water for California after the effective date of this Agreement and (2) future grant funds or other sources of funds obtained specifically to support work under this Agreement.
3. **Term of Agreement.** This Agreement shall be effective as of July 1, 2011, and shall continue until June 30, 2012, unless otherwise terminated.
4. **Termination.** This agreement may be terminated by either party without cause upon thirty (30) days prior written notice to the other party.
5. **Nondiscrimination.** By Contractor's signature below, Contractor certifies under penalty of perjury that Contractor has and will, unless exempted, complied with the nondiscrimination requirements of Government Code Section 12900 and Title 2, Ca. Admin. Code Section 8103, as well as all other state and federal laws and regulations relating to discrimination, and expressly agrees not to discriminate against employees or applicants for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition, age (over 40), marital status, denial of Family and Medical Care leave and the use of Pregnancy Disability Leave in regard to any position for which the employee or applicant for employment is qualified.
6. **Drug-Free Work Place.** Contractor, and any of Contractor's employees (if applicable), shall comply with the County of Plumas policy of maintaining a drug-free workplace (Personnel Rule 22.03).
7. **Records.** Contractor agrees to provide reasonable access to records relating to the District, and agrees to provide those records to District upon completion of services under this Agreement. In addition to records related to the subject matter of

Contractor's services, Contractor shall be responsible for maintaining such records as may be necessary to document services performed and hours worked. Disputes regarding access to records shall be settled by mutual agreement of the parties and may be assisted by a neutral third party when needed.

8. **Indemnification.** Each party shall indemnify, defend, and hold harmless the other party, their officers, employees, and agents, against any and all liabilities, claims, demands, damages, and costs (including attorney's fees and litigation costs) that arise in any way from the negligent acts, willful acts, or errors or omissions of that party, or that party's employees, subcontractors, or agents, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of the other party. Each party understands and agrees that its duty to defend shall be a separate and independent duty from the duty to indemnify.
9. **Independent Contractor.** The parties understand and agree that Contractor is an independent contractor and that no employment relationship between Contractor and District is created by this Agreement. District's workers' compensation insurance does not cover Contractor or any member of Contractor's staff. Contractor shall, at Contractor's own risk and expense, determine the method and manner by which duties imposed by this Agreement are performed. This Agreement is not an agency agreement, and Contractor is not the agent or legal representative of District for any purpose whatsoever. Contractor is not granted any express or implied right or authority to assume or create any obligation or responsibility on behalf of, or in the name of, District, or to bind District in any manner or thing whatsoever. During the term of this Agreement, no employee or independent contractor of Contractor shall become an employee or agent of District for any purpose.
10. **Assignment.** The rights and duties established by this Agreement are not assignable by either party, in whole or in part, without the prior written consent of the other party.
11. **Alteration.** No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by both parties.
12. **Controlling Law.** This Agreement shall be interpreted in accordance with the laws of the State of California, and venue shall be in Plumas County.
13. **Notices.** Any notice required or permitted by this Agreement shall be given by United States Mail, postage prepaid, to the following addresses, unless a party gives notice of a new address:

**District:**  
Plumas County Flood Control  
& Water Conservation District  
520 Main Street, Room 413  
Quincy, CA 95971

**Contractor:**  
Leah Wills  
P.O. Box 44  
Taylorsville, CA 95983

14. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties. There are no more promises, express or implied, between the parties, and

each party covenants to act in good faith at all times during the term of this Agreement.

15. **Severability.** If any provisions of this agreement are held to be invalid or unenforceable, the remaining portions shall continue to be valid and enforceable. In such an event, however, should any provision held to be invalid or unenforceable frustrate the purpose of this Agreement or render it meaningless, the Agreement shall be deemed cancelled.

## EXECUTION

**District:**

**Contractor:**

\_\_\_\_\_  
Brian L. Morris  
General Manager

\_\_\_\_\_  
Leah Wills

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## BOARD AGENDA REQUEST FORM

Department: Grizzly Ranch CSD

Authorized Signature: \_\_\_\_\_

Board Meeting Date: June 21, 2011

Request for 5 minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: ☐ Yes ☒ No

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Authorize the County Engineer, acting as the Manager of the CSD, to sign an Addendum to the November 25, 2008 Agreement between the CSD and Fruit Growers Lab for water testing

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

County Counsel

If another department or the CAO is opposed to an agenda item, please indicate the objection:

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☒ /N ☐)

Signed? (Y ☐ /N ☒)

Budget Transfers Sheets:

Signed? (Y ☐ /N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached. (if a specific newspaper is required, enter name here.)

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

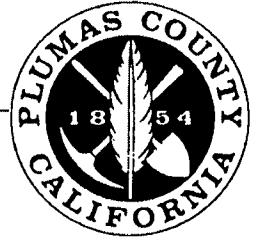
Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

# ENGINEERING DEPARTMENT

555 Main Street • Quincy, CA 95971 • (530) 283-6222 • Fax (530) 283-6134




Robert A. Perreault, Jr.,  
Plumas County Engineer

## AGENDA REQUEST

Date: June 13, 2011

To: Honorable Governing Board of the Grizzly Ranch CSD

From: Robert Perreault, Manager, Grizzly Ranch CSD 

Subject: Agenda Request for the June 21, 2011 meeting of the Plumas County Board of Supervisors

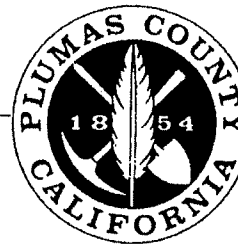
**Recommendation:** Allow the Plumas County Engineer, as Manager of Grizzly Ranch CSD, to sign an Addendum to the contract between Grizzly Ranch CSD and Fruit Growers Lab for water testing and ratify payments for work that has been performed this fiscal year. See Attachment A.

**Background:** There was an Agreement between Grizzly Ranch CSD and Fruit Growers Lab, Inc., (FGL) dated November 25, 2008 for monthly water testing. The Agreement had a not to exceed amount of \$9999.00. The CSD was required to renew their Wastewater Reclamation Permit with the California Regional Water Quality Control Board. This required additional water testing which was not included in the original contract.

This request is to allow the County Engineer to sign the attached Addendum to change the not to exceed amount from \$9,999 to \$20,000 to cover the additional expenses incurred and extend their contract through June 30, 2012.

# ENGINEERING DEPARTMENT

555 Main Street • Quincy, CA 95971 • (530) 283-6222 • Fax (530) 283-6134



Robert A. Perreault, Jr.,  
Plumas County Engineer

## Memorandum

June 6, 2011

To: Bob Perreault, Plumas County Engineer

From: Cinda Leonard, Fiscal Technician III

RE: FGL Charges

The following list is back-up for the Addendum 3 that will be placed before the Governing Board on June 14, 2011.

Due to State mandated testing, the extra unanticipated charges put the contract over the budgeted amount. FGL has continued to do the water testing for Grizzly Ranch CSD on a good faith basis.

FGL Contract Amount	\$9,999.00
FGL Contract Funds spent as of June 2010	<u>\$8993.00</u>
Amount Remaining	\$1,005.50

### Invoices due to be paid:

May 2010	\$6254.00
July 2010	\$ 296.00
August 2010	\$ 109.00
September 2010	\$ 399.00
October 2010	\$ 109.00
December 2010	\$ 301.00
January 2011	\$ 85.00
February 2011	\$ 110.00
April 2011	\$ 85.00
May 2011	\$ 24.00

Total Invoices due & payable	\$7772.00
------------------------------	-----------



**Grizzly Ranch Community Services District**

**ADDENDUM TO SERVICES AGREEMENT WITH  
FRUIT GROWERS LABORATORY, INC. (FGL)**

This addendum is hereby made part of the agreement between Fruit Growers Laboratory, Inc., a California Corporation (hereinafter "Laboratory"), and the Grizzly Ranch Community Services District ("GRCSD"), executed by parties on November 25, 2008, and attached hereto as Exhibit "C".

The parties agree to the following terms and conditions which shall be incorporated by reference into the Agreement:

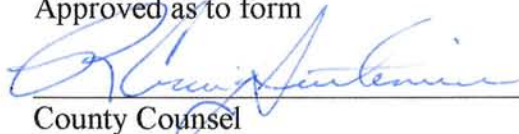
1. The term of the Agreement (Paragraph 4.1) is extended to June 30, 2012.
2. Paragraph 2.1 Compensation currently reads Laboratory's compensation shall in no case exceed \$9,999.00. The paragraph shall be amended to read "Laboratory's compensation shall in no case exceed \$20,000.00 per fiscal year.
3. All other terms and conditions of the agreement remain unchanged

GRIZZLY RANCH COMMUNITY SERVICES DISTRICT,  
A political subdivision of the State of California

BY: \_\_\_\_\_  
Manager, Grizzly Ranch CSD

Date: \_\_\_\_\_

Approved as to form

  
County Counsel

Date: 5/31/2011

LABORATORY  
Fruit Growers Laboratory, Inc.

BY: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_

3A

**PLUMAS COUNTY  
COMMUNITY DEVELOPMENT COMMISSION**

---

Memo

Date: June 10, 2011

To: The Honorable Board of Supervisors AGENDA REQUEST

From: David Keller 

RE: Presentation of Greenville Sewer Income Survey

Plumas County received a Community Development Planning Block Grant to conduct an income survey of Indian Valley Community Services District Sewer Customers. The sewer system has serious deficiencies and the District is searching for affordable funding to address the issues. Income information can be useful to determine the competitiveness of applications for grants and loans in order to develop a strategy in securing funding.

The survey was conducted by Community Development Staff and the report is attached for your reference. The action we are requesting is to **Receive the Report as Presented.**

## **Greenville Sewer Income Survey - July 2009**

Community Development Block Grant (CDBG) Planning and Technical Assistance funds (General) granted to Plumas County (Contract # 08-PTAG-5363) were used to develop an (CDBG compliant) Income Survey in the community of Greenville in order to better qualify for funding for its needed sewer system upgrade.

### **Community Development Need**

This survey was needed to provide the necessary community income information for grant and loan "competitiveness". In many cases, funders such as CDBG, USDA Rural Utilities, DWR Small Communities Grant, and the State Infrastructure Bank -- to name "the usual suspects" -- will grant "points" or preference in relation to income level, i.e., the lower the income level, the more competitive an application can be.

Affordable funding is necessary to address serious problems in the Greenville Wastewater Collection (including surcharging) and Sewage Treatment Ponds (discharges beyond those permitted in its Waste Discharge Requirements). These problems were evidenced by a 6/27/08 letter (included in the grant application) from the Regional Water Quality Control Board to the Indian Valley Community Services District (IVSCD), which owns and operates the Greenville Sewer System.

IVCSD is located in the Sierra Nevada range approximately 150 miles northeast of Sacramento and 75 miles west of Reno, Nevada. This is a project-specific, general planning activity in a community (Indian Valley) with at least 51% Targeted Income Group (TIG) residents. IVCSD is a California Special District.

The IVCSD's mission statement is; *"To provide and manage the necessary services for our communities' health, safety, well being, and prosperity."* The IVCSD serves as the surrogate local (city) government for the communities of Greenville, Taylorsville, Crescent Mills, and Genesee. Services provided by the CSD include: water, wastewater, recreation, lighting, fire protection (including emergency medical first responders and rescue), ambulance, and a museum. The CSD exists under California law governing special districts (Government Code, Sec 61000 et seq).

The Indian Valley CSD operates two water systems for the communities of Crescent Mills and Greenville and two wastewater systems (Taylorsville and Greenville).

IVCSD will use the Income Survey to help in their response to the Wastewater Treatment System problems by assisting them in a strategy to obtain affordable financing for the needed sewer improvements.

### **Survey Program Design**

The project followed the format and methodology as described in "Conducting an Income Survey" provided by the State Department of Housing and Community Development (HCD).

### *Survey Universe*

As stated above, the income survey was needed to determine income levels for wastewater customers within the IVCSD and establish the percent of low income households (also known as TIG – Targeted Group Individuals). The IVCSD database of Wastewater customers in Greenville established the survey universe and totaled 525 sewer customer households.

### *Entire Universe surveyed*

In order to assure each individual within the population had an equal chance of being surveyed, and to avoid the issue of random sampling, the entire universe was surveyed.

### *Minimum Number of Responses per Size of Universe*

In accordance with HUD's guidelines, based on the universe between 399 and 650 households, 250 responses were needed at a minimum.

### *Coded and Mailed Questionnaire*

The Survey was begun in July 2009 with 525 questionnaires mailed to every IVCSD customer household. The survey form was accompanied by a letter of explanation and a self-addressed stamped envelope. Upon receipt of the completed questionnaire, the address was checked off the address list and the envelope and questionnaire were separated. A statement ensuring respondent confidentiality was included.

### *Oversampling*

In order to avoid the issue of non-responders, oversampling was conducted that exceeded 20% of the required responses (250) for a total of 322 responses.

### *Results*

As stated, 525 questionnaires were sent, allowing each household in the universe the opportunity to respond. 322 responses were received with the following income breakdown:

Low TIG (0 to 50% of Median Household Income)	221
TIG (50 to 80% of Median Household Income)	29
Non – TIG (81% and above of Median Household Income)	72
Total responses	322

## BOARD AGENDA REQUEST FORM

Departments:

COMMUNITY DEVELOPMENT COMMISSION  
AND  
TRANSPORTATION COMMISSION

Consent Agenda: Yes No

Authorized Signature: Robert Pencaut

Board Meeting Date: JUNE 21, 2011

Request for 15 minutes for presentation

(If a specific time is needed, please contact  
the Clerk of the Board directly.)

Description of Item for the Agenda (This is the wording that should appear on the agenda):

A: Presentation of Mobility Management Feasibility Study; Acknowledgment  
of Preparation of Study; discussion and possible action.

B:

C:

D:

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

If another department or the CAO is opposed to an agenda item, please indicate the objection:

### Attached Documents:

Contracts/Agreements:

Three copies? (Y /N )

Signed? (Y /N )

Budget Transfers Sheets:

Signed? (Y/ N )

Other: \_\_\_\_\_

### Publication:

\_\_\_\_ Clerk to publish on \_\_\_\_\_. \_\_\_\_ Notice attached and e-mailed to Clerk.

\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

\_\_\_\_ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_ Copy of Affidavit Attached.

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Not Applicable: \_\_\_\_\_

If Not Applicable, please state reason why:

The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.



---

**PLUMAS COUNTY  
COMMUNITY DEVELOPMENT COMMISSION**  
183 W. Main Street, P.O. Box 319  
Quincy, CA 95971  
Telephone: (530) 283-2466, x115

**PLUMAS COUNTY  
TRANSPORTATION COMMISSION**  
1834 East Main Street  
Quincy, CA 95971  
Telephone: (530) 283-6268

---

## **AGENDA REQUEST**

Date: June 13, 2011

To: Honorable Board of Supervisors

From: David Keller, Executive Director of CDC and  
Robert Perreault, Director of Public Works



Subject: Agenda Request for the June 21, 2011 Meeting of the  
Plumas County Board of Supervisors:

**Presentation of the Mobility Management Feasibility Study;  
Acknowledge Preparation of Study; discussion and possible action.**

### **Background and Information:**

In 2008, the County performed the Plumas County Coordinated Public Transit – Human Services Transportation planning process. One of the County needs that was identified by the project team and regional stakeholders was the potential to develop a countywide Mobility Management Center (MMC) and central information clearinghouse as a strategy to better serve the County's senior, disabled and low-income populations.

Upon acquisition of a grant by the Plumas County Community Development Commission (CDC) and the appropriation of matching funds by the Plumas County Transportation Commission (PCTC), the CDC and PCTC retained a consultant, Nelson/Nygard Consulting Associates, Inc., to prepare a Plumas County Mobility Management Feasibility Study.

A project team, consisting of CDC Executive Director David Keller, PCTC Executive Director Bob Perreault, John Sheehan of Plumas Corp. and Public Works Transportation Planner John Mannle, advised the Consultant during the preparation of the feasibility study. (Note: Plumas Corp. is the authorized agency that assists the CDC with implementation of grant projects, especially those that contain components involving economic development.)

The feasibility study has been advanced to its draft final form and a presentation to the Board of Supervisors will be conducted by John Sheehan and the project team on June 21, 2011. Note: grant conditions require that the Board of Supervisors acknowledge that the feasibility study has been prepared no later than June 30, 2011.

Copies of the draft Mobility Management Feasibility Study are available for public review at the following locations:

Office of the Clerk of the Board of Supervisors, Room 309, 520 Main Street, Quincy, CA  
Offices of the Community Development Commission, 183 Main Street, Quincy, CA  
Offices of the Department of Public Works, 1834 East Main Street, Quincy, CA  
Office of Plumas Corp., 550 Crescent Street, Quincy, CA  
Offices of the Engineering Department, 555 Main Street, Quincy, CA

**Recommendation by CDC and Public Works:**

It is respectfully recommended that Board of Supervisors adopt the following motions:

1. That the Plumas County "Mobility Management Feasibility Study," prepared by Nelson/Nygard Consulting Associates, Inc., dated, June 2011, be acknowledged as being prepared and presented to the Board of Supervisors on June 21, 2011.
2. That the Board of Supervisors authorize the Project Team to continue coordination with local transportation stakeholders, including the Health Services Cabinet, to create and implement a mobility management function in concert with the Transportation Commission's Social Services Technical Advisory Committee (SSTAC), said Project Team to report back to the Board of Supervisors at the conclusion of its work.



---

**PLUMAS COUNTY  
COMMUNITY DEVELOPMENT COMMISSION**  
183 W. Main Street, P.O. Box 319  
Quincy, CA 95971  
Telephone: (530) 283-2466, x115

**PLUMAS COUNTY  
TRANSPORTATION COMMISSION**  
1834 East Main Street  
Quincy, CA 95971  
Telephone: (530) 283-6268

---

## **AGENDA REQUEST**

Date: June 13, 2011

To: Honorable Board of Supervisors

From: David Keller, Executive Director of CDC and  
Robert Perreault, Director of Public Works



Subject: Agenda Request for the June 21, 2011 Meeting of the  
Plumas County Board of Supervisors:

**Presentation of the Mobility Management Feasibility Study;  
Acknowledge Preparation of Study; discussion and possible action.**

### **Background and Information:**

In 2008, the County performed the Plumas County Coordinated Public Transit – Human Services Transportation planning process. One of the County needs that was identified by the project team and regional stakeholders was the potential to develop a countywide Mobility Management Center (MMC) and central information clearinghouse as a strategy to better serve the County's senior, disabled and low-income populations.

Upon acquisition of a grant by the Plumas County Community Development Commission (CDC) and the appropriation of matching funds by the Plumas County Transportation Commission (PCTC), the CDC and PCTC retained a consultant, Nelson/Nygard Consulting Associates, Inc., to prepare a Plumas County Mobility Management Feasibility Study.

A project team, consisting of CDC Executive Director David Keller, PCTC Executive Director Bob Perreault, John Sheehan of Plumas Corp. and Public Works Transportation Planner John Mannle, advised the Consultant during the preparation of the feasibility study. (Note: Plumas Corp. is the authorized agency that assists the CDC with implementation of grant projects, especially those that contain components involving economic development.)

The feasibility study has been advanced to its draft final form and a presentation to the Board of Supervisors will be conducted by John Sheehan and the project team on June 21, 2011. Note: grant conditions require that the Board of Supervisors acknowledge that the feasibility study has been prepared no later than June 30, 2011.



Copies of the draft Mobility Management Feasibility Study are available for public review at the following locations:

Office of the Clerk of the Board of Supervisors, Room 309, 520 Main Street, Quincy, CA  
Offices of the Community Development Commission, 183 Main Street, Quincy, CA  
Offices of the Department of Public Works, 1834 East Main Street, Quincy, CA  
Office of Plumas Corp., 550 Crescent Street, Quincy, CA  
Offices of the Engineering Department, 555 Main Street, Quincy, CA

**Recommendation by CDC and Public Works:**

It is respectfully recommended that Board of Supervisors adopt the following motions:

1. That the Plumas County "Mobility Management Feasibility Study," prepared by Nelson/Nygard Consulting Associates, Inc., dated, June 2011, be acknowledged as being prepared and presented to the Board of Supervisors on June 21, 2011.
2. That the Board of Supervisors authorize the Project Team to continue coordination with local transportation stakeholders, including the Health Services Cabinet, to create and implement a mobility management function in concert with the Transportation Commission's Social Services Technical Advisory Committee (SSTAC), said Project Team to report back to the Board of Supervisors at the conclusion of its work.

4A

## BOARD AGENDA REQUEST FORM

Department: Board of Supervisors

Authorized Signature: \_\_\_\_\_

Board Meeting Date: June 21, 2011

Consent Agenda: ☐ Yes ☒ No

Request for 5 minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

A. Approve renewal of legal services agreement with Michael Jackson for fiscal year 2011-12, and authorize the Chair to sign.

B. \_\_\_\_\_

C. \_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

If another department or the CAO is opposed to an agenda item, please indicate the objection:

### Attached Documents:

Contracts/Agreements:

Three copies? (Y ☒ / N ☐)

Signed? (Y ☐ / N ☒)

Budget Transfers Sheets:

Signed? (Y ☐ / N ☐)

Other: \_\_\_\_\_

### Publication:

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_

(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.

# PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

---



## MEMORANDUM

**To:** Board of Supervisors  
**From:** Brian Morris  
**Date:** June 13, 2011  
**Re:** Contract Renewal for Legal Services – Michael Jackson

---

Attached, for review and approval by the Board, is a contract for Michael Jackson for the 2011-12 fiscal year to provide legal services related to the Quincy Library Group and the FERC relicensing of the hydroelectric project at Lake Oroville.

The Ninth Circuit recently issued its decision on the Sierra Nevada Framework cases and the Basin Project and remanded the matter back to the District Court for further proceedings. The Quincy Library Group is considering the options on how to proceed and will provide a recommended course of action. As in previous contracts, any legal fees related to the HFQLG program are limited to the amount of donations received from Plumas County, other counties, and private parties.

Workload and costs related to the Oroville lawsuit will continue to be a matter of ongoing consultation. The County's opening brief is due before the end of June, and anticipated work in the next fiscal year includes a reply brief and oral argument.

**Recommendation: That the Board approve renewal of the contract as presented and authorize the Chair to sign.**

## County of Plumas

### LEGAL SERVICES AGREEMENT

This Legal Services Agreement ("Agreement") is entered into by and between the County of Plumas ("County") and Michael Jackson, California State Bar Number 53808 ("Attorney").

1. **Services Provided by Attorney.** Attorney shall provide legal services to the County related to (1) implementation and defense of the Herger-Feinstein Quincy Library Group Forest Recovery Act; (2) relicensing of FERC Project 2100 (California Department of Water Resources – Oroville Facilities); and (3) other services as requested by County. Attorney shall consult with County on an ongoing basis to identify and prioritize specific services provided under this Agreement. Attorney shall provide services under the direction of the Board of Supervisors or their designee. Upon request of County, Attorney shall provide written reports to County regarding the status of the matters for which Attorney has been asked to provide services.
2. **Compensation.** In consideration of the services rendered, County shall compensate Attorney at a rate of two hundred dollars (\$200) per hour. Attorney shall submit itemized bills to County with a level of detail reflecting standard legal billing practices. County shall reimburse Attorney for reasonable and necessary travel expenses, provided that such travel is authorized by County, and for expenses incurred by Attorney on behalf of County, including filing fees and courier charges. Notwithstanding any other provision of this Agreement, compensation for services related to the Herger-Feinstein Quincy Library Group Forest Recovery Act shall not exceed monies available in the QLG Litigation Fund maintained by the County with contributions from other counties and private parties.
3. **Term of Agreement.** This Agreement shall be effective as of July 1, 2011 and shall continue until June 30, 2012, unless terminated pursuant to the provisions of this Agreement.
4. **Termination.** This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice to the other party. County may terminate this Agreement immediately for cause upon notice to Attorney. County shall pay any monies due to Attorney within fourteen days of termination.
5. **Nondiscrimination.** By Attorney's signature below, Attorney certifies under penalty of perjury that Attorney has and will, unless exempted, complied with the nondiscrimination requirements of Government Code Section 12900 and Title 2, Ca. Admin. Code Section 8103, as well as all other state and federal laws and regulations relating to discrimination, and expressly agrees not to discriminate against employees or applicants for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition, age (over 40), marital status, denial of Family and Medical Care leave and the use of Pregnancy Disability Leave in regard to any position for which the employee or applicant for employment is qualified.

6. **Drug-Free Work Place.** Attorney, and any of Attorney's employees (if applicable), shall comply with the County of Plumas policy of maintaining a drug-free workplace (Personnel Rule 22.03).
7. **Records.** Attorney agrees to provide reasonable access to records relating to the County, and agrees to provide those records to County upon completion of services under this Agreement in accordance with the Rules of Professional Conduct of the California State Bar. In addition to records related to the subject matter of Attorney's services, Attorney shall be responsible for maintaining such records as may be necessary to document services performed and hours worked.
8. **Indemnification.** Each party shall indemnify, defend, and hold harmless the other party, their officers, employees, and agents, against any and all liabilities, claims, demands, damages, and costs (including attorney's fees and litigation costs) that arise in any way from the negligent acts, willful acts, or errors or omissions of that party, or that party's employees, subcontractors, or agents. Each party understands and agrees that its duty to defend shall be a separate and independent duty from the duty to indemnify.
9. **Independent Contractor.** The parties understand and agree that Attorney is an independent contractor and that no employment relationship between Attorney and County is created by this Agreement. County's workers' compensation insurance does not cover Attorney or any member of Attorney's staff. Attorney shall, at Attorney's own risk and expense, determine the method and manner by which duties imposed by this Agreement are performed. This Agreement is not an agency agreement, and Attorney is not the agent of County for any purpose whatsoever. Attorney is not granted any express or implied right or authority to assume or create any obligation or responsibility on behalf of, or in the name of, County, or to bind County in any manner or thing whatsoever. During the term of this Agreement, no employee or independent contractor of Attorney shall become an employee or agent of County for any purpose.
10. **Assignment.** The rights and duties established by this Agreement are not assignable by either party, in whole or in part, without the prior written consent of the other party.
11. **Alteration.** No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by both parties.
12. **Controlling Law.** This Agreement shall be interpreted in accordance with the laws of the State of California, and venue shall be in Plumas County.
13. **Notices.** Any notice required or permitted by this Agreement shall be given by United States Mail, postage prepaid, to the following addresses, unless a party gives notice of a new address:

**County:**  
Office of County Counsel  
520 Main Street, Room 302  
Quincy, CA 95971

**Attorney:**  
Michael Jackson  
P.O. Box 207  
Quincy, CA 95971

14. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties. There are no more promises, express or implied, between the parties, and each party covenants to act in good faith at all times during the term of this Agreement.
15. **Severability.** If any provisions of this agreement are held to be invalid or unenforceable, the remaining portions shall continue to be valid and enforceable. In such an event, however, should any provision held to be invalid or unenforceable frustrate the purpose of this Agreement or render it meaningless, the Agreement shall be deemed cancelled.

## EXECUTION

**County:**

**Attorney:**

\_\_\_\_\_  
Lori Simpson  
Chair, Board of Supervisors

\_\_\_\_\_  
Michael Jackson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## COUNTY ADMINISTRATIVE OFFICE

County Courthouse, 520 Main Street, Room 309  
Quincy, California 95971 283-6315 FAX: 283-6288  
E-mail: [jackingstad@countyofplumas.com](mailto:jackingstad@countyofplumas.com)

Jack Ingstad, CAO

TO: The Honorable Board of Supervisors  
County of Plumas

FROM: Jack Ingstad, Budget Officer/County Administrative Officer

DATE: June 21, 2011

SUBJECT: AGENDA ITEM FOR THE MEETING OF JUNE 21, 2011 RE:  
ADOPTION OF THE 2011/2012 RECOMMENDED BUDGET PURSUANT  
TO GOVERNMENT CODE SECTION 29064.

It is recommended that the Board:

Approve the 2011-2012 Recommended Budget for expenditure authorization, effective July 1, 2011.

Background and Discussion:

Budget law requires that, on or before June 30<sup>th</sup> of each fiscal year, the Board adopt a recommended budget.

At this time, it is recommended that the Board approve the 2011/2012 Recommended Budget for expenditure authorization, effective July 1, 2011.



5c

## COUNTY ADMINISTRATIVE OFFICE

County Courthouse, 520 Main Street, Room 309  
Quincy, California 95971 283-6315 FAX: 283-6288  
E-mail: [jackinstad@countyofplumas.com](mailto:jackinstad@countyofplumas.com)



Jack Ingstad, CAO

**DATE:** June 21, 2011  
**TO:** The Honorable Board of Supervisors  
**FROM:** Jack Ingstad, County Administrative Officer/Budget Officer  
**SUBJECT:** AGENDA ITEM FOR THE BOARD OF SUPERVISORS MEETING OF JUNE 21, 2011

**APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE  
PLUMAS SUPERIOR COURT AND COUNTY OF PLUMAS FOR FY 2010-11**

---

### Recommendation:

Approve the attached MOU for FY 10-11 to implement the provisions of the Lockyer-Isenberg Trial Court Funding Act of 1997 (AB233).

### Background and Discussion:

AB233 recognizes the necessity to provide fiscal independence to the Courts as a constitutionally separate branch of government, while at the same time relieving the County of the financial responsibility of funding trial court operations as defined by California Rules of Court, Rule 10.810.

The basis of this MOU is to establish the relationship between the County and the Court regarding the these matters.



5D

## BOARD AGENDA REQUEST FORM

Department: Library

Authorized Signature: \_\_\_\_\_

Board Meeting Date: 6/21/2011

Consent Agenda: ☒ Yes ☐ No

Request for \_\_\_\_\_ minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approve transfer from contingency of \$3,000 to cover propane bills.

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☐ /N ☐)

Signed? (Y ☐ N ☐)

Budget Transfers Sheets:

Signed? (Y ☒ N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing.

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

(if a specific newspaper is required, enter name here.)

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

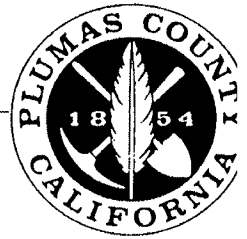
Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

# PLUMAS COUNTY LIBRARY

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



*Margaret Miles  
County Librarian*

DATE: June 10, 2011  
TO: Honorable Board of Supervisors  
FROM: Margaret Miles, County Librarian *mm*  
RE: AGENDA ITEM FOR JUNE 21, 2011

It is recommended that the Board:

Approve a budget transfer request from Contingency for \$3,000 to cover outstanding and anticipated propane bills for fiscal year 2010-11.

Background:

Due to the harsh winter and rising propane costs, propane expenses have exceeded the Library's budget. Over \$4,000 has already been transferred to propane from the electric account.

Any unspent funds will be returned to the General Fund.

## BOARD AGENDA REQUEST FORM

5E1

Department: Auditor  
Authorized Signature:

Board Meeting Date: 6/21/2011

Consent Agenda:

Request for 2 minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

Update the Board members for Trindel & CSAC-EIA as follows: CSAC-EIA—Primary, Supervisor Meacher, Alternate, Risk Manager; Trindel—Primary, Supervisor Simpson, Alternate, Risk Manager.

**Review by Necessary Departments:**

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:  
Three copies? (Y/N)  
Signed? (Y/N)

Budget Transfers Sheets:  
Signed? (Y/N)

Other:  
Tanner & Morgan proposals

**Publication:**

\_\_\_\_ Clerk to publish on \_\_\_\_ Notice attached and e-mailed to Clerk.  
\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_  
(if a specific newspaper is required, enter name here.)  
\_\_\_\_ Dept. published on \_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_ Copy of Affidavit Attached.

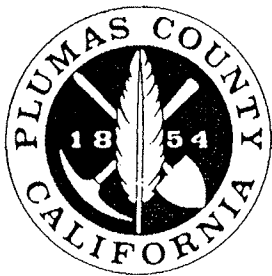
**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:  
Yes: \_\_\_\_ No: \_\_\_\_ Not Applicable: \_\_\_\_

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**





OFFICE OF THE  
AUDITOR/CONTROLLER  
FOR THE  
COUNTY OF PLUMAS

520 Main Street, Room 205  
Quincy, California 95971-9115

SHAWN MARIE MONTGOMERY  
AUDITOR/CONTROLLER

Direct: (530) 283-6246  
Fax: (530) 283-6442  
smontgomery@countyofplumas.com

Date: June 10, 2011

To: Honorable Board of Supervisors

From: Shawn Montgomery, Auditor/Controller

Re: Request to Change Trindel Board and CSAC-EIA Member

**Recommendation(s):** Designate Supervisor Simpson as the Board of Director of Trindel, change Supervisor Meacher from alternate CSAC-EIA member to primary, and make the Risk Manager alternate on both Boards.

---

**Background**

All members of Trindel and CSAC-EIA shall appoint a representative to serve as director and alternate on the Board.

Although it is important for the Risk Manager to be involved in both of these Boards as that position budgets for and calculates the premiums in addition to making sure that the County stays consistent with both programs; the majority of the decisions made are fiscal in nature and directly impact the County's finances—making a Supervisor a better a choice as the primary member.

The County currently has appointed the Risk Manager as primary to both Boards and Supervisor Meacher as alternate to CSAC-EIA and the County Administrative Officer as alternate to Trindel.

I respectfully request that the appointments be changed as follows:

Trindel:	Primary, Supervisor Simpson	Alternate, Risk Manager
CSAC-EIA:	Primary, Supervisor Meacher	Alternate, Risk Manager

Thank you

**ARTICLE VII**  
**BOARD OF DIRECTORS**

Trindel shall be governed by a Board of Directors composed of one member from each Member Entity. Each Member Entity shall appoint one member and one alternate to the Board of Directors who shall be either a member of the Board of Supervisors, a department head, or a staff member responsible for risk management.

If a director or alternate ceases to be an employee or elected official of a Member Entity, for any reason, his or her position on the Board and any of its committees shall immediately terminate.

**ARTICLE VIII**  
**POWERS OF THE BOARD OF DIRECTORS**

The Board of Directors shall have the following powers and functions:

- A. The Board shall exercise all powers and conduct business of Trindel, either directly or by delegation of authority to other bodies or persons, pursuant to this Agreement and applicable law.
- B. The Board may adopt such resolutions and other policy statements as deemed necessary in the exercise of those powers and duties set forth herein.
- C. The Board shall form an Executive Committee from its membership. The Board shall delegate to that Committee, as provided in the Bylaws, such powers and duties as it sees fit.
- D. The Board may form such other committees as it deems appropriate in conducting Trindel business.
- E. The Board shall elect Trindel officers and appoint or employ necessary staff.
- F. The Board shall cause to be prepared, and shall review, modify as necessary and adopt Trindel's annual operating budget.

- G. The Board shall develop, or cause to be developed, and shall review, modify as necessary, and adopt each of Trindel's programs, including all provisions for reinsurance and administrative services necessary to carry out such program.
- H. The Board shall contract or otherwise provide for necessary services to Trindel and to Member Entities. These necessary services may include, but shall not be limited to, administrative, risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal defense services.
- I. The Board, either directly or through the Executive Committee, shall provide general supervision and policy direction to the Executive Director.
- J. The Board shall receive and act upon reports of its committees and the Executive Director either directly or through the Executive Committee.
- K. The Board shall establish monetary limits upon any delegation of the claims payment and settlement authority, beyond which a proposed settlement must be referred to the Board for approval.
- L. The Board shall require that Trindel review, audit, report upon, and make recommendations with regard to the safety or claims administration functions of any Member Entity insofar as those functions affect Trindel's liability or potential liability. The Board shall forward any or all such recommendation(s) to the Member Entity and the Board of Supervisors with a request for compliance and a statement of potential consequences for noncompliance.
- M. The Board shall receive, review and act upon periodic reports and audits of Trindel's funds.
- N. The Board shall appoint the Executive Director to serve at the Board's pleasure.
- O. The Board may amend, repeal or adopt new Bylaws.
- P. The Board may increase, decrease, or otherwise amend coverages, limits and other terms of any Memorandum of Coverage.

- Q. No Special Assessment proposed by the Executive Committee shall be billed unless first approved by the Board.
- R. The Board shall review and act upon applications for membership and shall determine which programs such applicants may participate in and when such participation begins.
- S. The Board may remove a Member Entity from any Program or from membership in Trindel pursuant to Article XVIII of this Agreement.
- T. The Board may ratify actions of the Executive Committee, where such ratification is required before the action becomes final.
- U. The Board may enter into a joint venture or contractual agreement with any similar entity and may also enter into a merger or acquisition agreement with a similar entity, provided that if Trindel is not the surviving entity in any such merger or acquisition, such action shall require approval by the vote of three-fourths of the Member Entities.
- V. The Board shall have such other powers and functions as are provided for in this Agreement, the Bylaws, applicable law and which are otherwise reasonably necessary to carry out the purposes of this Agreement.
- W. The Board shall hold at least one regular meeting each year and shall provide for such other regular and special meeting as it deems necessary as provided in the Bylaws.

## ARTICLE IX OFFICERS

The officers of Trindel shall be the President, Vice-President, and Secretary. Their qualifications and duties shall be those set forth in the Bylaws.

## ARTICLE X EXECUTIVE COMMITTEE

The Board shall create an Executive Committee, all of whose members shall be directors. The Executive Committee shall be composed of four (4) members: the President, Vice-President, and two members from the Board. The Executive Director of Trindel shall attend meetings of the Executive Committee and shall serve as its Secretary but shall have no vote.

The authority of the Executive Committee and provisions for its meetings shall be as provided in the Bylaws.

## ARTICLE XI RESPONSIBILITIES OF MEMBER ENTITIES

Each Member Entity shall comply with and have the following responsibilities:

- A. Execute this Agreement and participate in Trindel's Liability, Property and Workers' Compensation Programs and any other programs as determined by the Board;
- B. To pay Deposit Premiums, and any Special Assessments to Trindel on or before the due date;
- C. To appoint, elect or remove representatives to serve as director and alternate on the Board as set forth in Article VII and the Bylaws, whose representatives shall act on behalf of the Member Entity on all matters coming before the Board;
- D. To assure that its Board Member or alternate attends regular and special Board meetings held during each fiscal year.
- E. To assure that its Board Member and alternate keep informed about Trindel's activities and to assist them in doing so;
- F. To approve amendments to this Agreement as set forth herein;
- G. To comply with all other Member Entity responsibilities as set forth in the Bylaws;
- H. Submit to and cooperate with Trindel during any risk management and loss control audits required by the Executive Committee;



- I. Respond within the timelines as specified in the Bylaws or as required by the Board to any recommendations for corrective action resulting from risk management and loss control audits.
- J. Appoint an officer or employee of the Member Entity to be responsible for the risk management function for that Member Entity and to serve as a liaison between the Member Entity and Trindel for all matters relating to risk management;
- K. Shall consider and respond to all recommendations of Trindel concerning the reduction of risk;
- L. Provide Trindel such other information or assistance as may be necessary for Trindel to develop and implement insurance and other programs under this Agreement;
- M. Cooperate with and assist Trindel, and any insurer of Trindel or the Member Entity, in all matters relating to this Agreement, and shall comply with all Bylaws and other rules adopted by the Board;
- N. Other responsibilities as are provided elsewhere in this Agreement, MOU(s) and Bylaws and as are established by the Board in order to carry out the purposes of this Agreement.

## ARTICLE XII

### EXECUTIVE DIRECTOR

The Executive Director shall serve as Treasurer and attend meetings of the Board, the Executive Committee and other committees of the Board, but shall have no vote. He or she shall be responsible for the preparation and maintenance of all minutes of meetings of the Board and its Committees, notices of meetings and records of Trindel. The Executive Director shall also administer and supervise Trindel's business and activities, subject to the direction and supervision by the Board and the Executive Committee, and shall be responsible for carrying out the duties set forth in the Agreement, Bylaws, contract or otherwise.

## BOARD AGENDA REQUEST FORM

5E2

Department: Auditor  
Authorized Signature: Chair of the Board

Board Meeting Date: 6/21/2011

Consent Agenda:

Request for 3 minutes for presentation  
(If a specific time is needed, please contact the  
Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

Approve resolution authorizing special district to have two and five-year audits conducted in-lieu of an annual audit (replacing resolution 98-6207).

**Review by Necessary Departments:**

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

---

---

**Attached Documents:**

Contracts/Agreements:  
Three copies? (Y/N)  
Signed? (Y/N)

Budget Transfers Sheets:  
Signed? (Y/N)

Other:  
Tanner & Morgan proposals

**Publication:**

\_\_\_\_ Clerk to publish on \_\_\_\_\_. \_\_\_\_\_ Notice attached and e-mailed to Clerk.  
\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)  
\_\_\_\_ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_\_ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:  
Yes: \_\_\_\_\_ No: \_\_\_\_\_ Not Applicable: \_\_\_\_\_

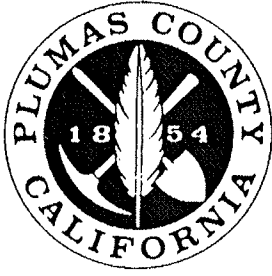
If Not Applicable, please state reason why:

---

---

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**





OFFICE OF THE  
AUDITOR/CONTROLLER  
FOR THE  
COUNTY OF PLUMAS

520 Main Street, Room 205  
Quincy, California 95971-9115

SHAWN MARIE MONTGOMERY  
AUDITOR/CONTROLLER

Direct: (530) 283-6246  
Fax: (530) 283-6442  
smontgomery@countyofplumas.com

Date: June 10, 2011

To: Honorable Board of Supervisors

From: Shawn Montgomery, Auditor/Controller

Re: Request to Adopt Resolution Allowing Districts to have Multi-Year Audits

**Recommendation(s):** Adopt resolution, to replace resolution 98-6207, allowing special districts to have two-year and five-year audits in-lieu of annual audit.

---

**Background**

In an attempt to save money and still meet audit requirements, several special districts have expressed interest in pursuing options other than an annual audit.

Government Code §26909 allows the Board of Supervisors, upon unanimous approval, to authorize special districts to have two-year and five-year audits. The Board has given multi-year authorization; however, the resolution states that the district must meet a budget requirement whereas current code states that an annual revenue requirement must be specified.

I respectfully request that the updated resolution, replacing resolution 98-6207, be approved as written.

Thank you

26909. (a) (1) The county auditor shall either make or contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of every special district within the county for which an audit by a certified public accountant or public accountant is not otherwise provided. In each case, the minimum requirements of the audit shall be prescribed by the Controller and shall conform to generally accepted auditing standards.

(2) Where an audit of a special district's accounts and records is made by a certified public accountant or public accountant, the minimum requirements of the audit shall be prescribed by the Controller and shall conform to generally accepted auditing standards, and a report thereof shall be filed with the Controller and with the county auditor of the county in which the special district is located. The report shall be filed within 12 months of the end of the fiscal year or years under examination.

(3) Any costs incurred by the county auditor, including contracts with, or employment of, certified public accountants or public accountants, in making an audit of every special district pursuant to this section shall be borne by the special district and shall be a charge against any unencumbered funds of the district available for the purpose.

(4) For a special district that is located in two or more counties, the provisions of this subdivision shall apply to the auditor of the county in which the treasury is located.

(5) The county controller, or ex officio county controller, shall effect this section in those counties having a county controller, or ex officio county controller.

(b) A special district may, by unanimous request of the governing board of the special district, with unanimous approval of the board of supervisors, replace the annual audit required by this section with one of the following, performed in accordance with professional standards, as determined by the county auditor:

(1) A biennial audit covering a two-year period.

(2) An audit covering a five-year period, if the special district's annual revenues do not exceed an amount specified by the board of supervisors.

(3) An audit conducted at specific intervals, as recommended by the county auditor, that shall be completed at least once every five years.

(c) (1) A special district may, by unanimous request of the governing board of the special district, with unanimous approval of the board of supervisors, replace the annual audit required by this section with a financial review, in accordance with the appropriate professional standards, as determined by the county auditor, if the following conditions are met:

(A) All of the special district's revenues and expenditures are transacted through the county's financial system.

(B) The special district's annual revenues do not exceed one hundred fifty thousand dollars (\$150,000).

(2) If the board of supervisors is the governing board of the special district, it may, upon unanimous approval, replace the annual audit of the special district required by this section with a financial review in accordance with the appropriate professional standards, as determined by the county auditor, if the special district satisfies the requirements of subparagraphs (A) and (B) of paragraph (1).

(d) Notwithstanding the provisions of this section, a special district shall be exempt from the requirement of an annual audit if the financial statements are audited by the Controller to satisfy federal audit requirements.

RESOLUTION NO. 98- 6207

**A RESOLUTION REGARDING TWO-YEAR AND FIVE-YEAR AUDITS FOR SPECIAL DISTRICTS**

**WHEREAS**, the Plumas County Board of Supervisors finds and declares as follows:

A. Government Code 26909(f) authorizes special districts to replace their annual audit with a two-year or five-year audit upon unanimous approval of the county board of supervisors; and,

B. The purpose of this resolution is to make §26090(f) operative where applicable to special districts in Plumas County,

NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

2yr < 1. Each special district within Plumas County is hereby authorized to conduct a biennial (two-year) audit instead of an annual audit, in the sole discretion of the district's board.

5yr < 2. Each special district with Plumas County that has an annual budget of less than \$60,000 is hereby authorized to conduct a five-year audit instead of an annual or biennial audit, in the sole discretion of the district's board. should be revised per code

3. This resolution shall apply to all special district audits, whether they are performed by auditors retained by the county for the district, or whether they are performed by auditors retained by the district independently of the county.

4. The County Auditor-Controller is directed to give notice of this resolution to the districts' governing boards.

The foregoing resolution was adopted on December 15, 1998, at a regular meeting of the Plumas County Board of Supervisors by the following vote:

**AYES** Supervisors Bresciani, Clark, Roudebush, Meacher, Dennison

**NOES:** None

**ABSENT:** None

*William H. Dennison*  
Chair, Board of Supervisors

**ATTEST:**

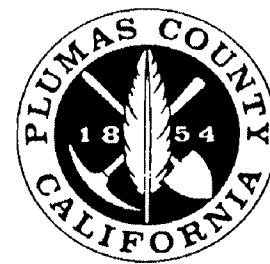
*Nancy L. O'Brien*  
Clerk of the Board

# DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160

Email: [gaylatrumbo@countyofplumas.com](mailto:gaylatrumbo@countyofplumas.com)



**DATE:** June 13, 2011

**TO:** The Honorable Board of Supervisors

**FROM:** Gayla Trumbo, Director of Human Resources

*Gayla Trumbo*

**SUBJECT:** AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF JUNE 21, 2011.

**RE: APPROVE RESOLUTION TO AMEND THE POSITION ALLOCATION FOR THE DEPARTMENT OF AUDITOR CONTROLLER BY DELETION OF .5 FTE ASSISTANT AUDITOR/CONTROLLER, AND ADDITION OF 1.0 FTE ACCOUNTANT.**

---

## **IT IS RECOMMENDED THAT THE BOARD:**

Approve the resolution to amend the Position Allocation for the Auditor Controller to include 1.0 FTE Accountant, and remove .5 FTE Assistant Auditor/Controller.

## **BACKGROUND AND DISCUSSION:**

During the Board of Supervisors meeting of May 17, 2011, the Auditor/Controller, Ms. Shawn Montgomery brought before the Board a request to re-organize positions within her department. The Board of Supervisors approved this request contingent upon no objections by the two-employee bargaining units. We have heard back from Operating Engineers and the Confidential Unit. Neither bargaining group had any objection to the changes to the job description, salary classification of the Accountant position, nor the re-organization of the Auditor/Controller's Department.

To finalize this re-organization, a resolution amending the Position Allocation must be approved by the Board of Supervisors. The resolution before you today for approval is to remove the .5 FTE Assistant Auditor/Controller, and to add 1.0 FTE Accountant, to the Auditor/Controller's Department.

Thank you for your consideration into this agenda item.



BOARD AGENDA REQUEST FORM

56

Department: Fairgrounds

Authorized Signature: 

Board Meeting Date: 6/21/11

Request for 5 minutes for presentation

Consent Agenda: ☐ Yes ☒ No

(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. To allow the Fairgrounds to operate in the negative for FY 2011/2012 until the 11/12 Fair (which occurs in August 2011) revenues are accounted for in the County treasury.

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

CAO

If another department or the CAO is opposed to an agenda item, please indicate the objection:

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☒ / N ☐)

Signed? (Y ☒ N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_

(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.

✓



# Plumas-Sierra County Fair

204 FAIRGROUNDS ROAD QUINCY, CA 95971-9462

(530) 283-6272 FAX (530) 283-6431 [www.countyofplumas.com/fair/index.htm](http://www.countyofplumas.com/fair/index.htm)

## MEMORANDUM

DATE: June 13, 2011  
TO: The Honorable Board of Supervisors  
FROM: John Steffanic, Fair & Event Center Manager  
SUBJECT: Board Agenda Requests

---

**It is recommended that the Board:**

1. To allow the Fairgrounds to operate in the negative for FY 2011/2012 until the 11/12 Fair (which occurs in August 2011) revenues are accounted for in the County Treasury.

Thank you for your consideration,

John Steffanic  
Fair & Event Center Manager

## BOARD AGENDA REQUEST FORM

54

Department: Public Health

Authorized Signature: 

Board Meeting Date: June 21, 2011

Request for 10 minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: ☐ Yes ☒ No

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

- A. 1) Approve and authorize execution of Agreement # 11-NNA32 with the California Department of Alcohol and Drug Programs for providing alcohol and drug services for Fiscal Year 2011-2012 and Fiscal Year 2012-2013  
2) Authorize the Director of Public Health to sign Standard Agreement and execute subsequent documents pertaining to Agreement #11-NNA-32 as the Board's designee  
3) Appoint the Director of Public Health as the designated Plumas County Alcohol and Drug Program Administrator

B. \_\_\_\_\_

C. \_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

County Administrative Officer, County Counsel

If another department or the CAO is opposed to an agenda item, please indicate the objection:

### Attached Documents:

Contracts/Agreements:

Three copies? (Y ☒ /N ☐)

Signed? (Y ☐ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ /N ☐)

Other: \_\_\_\_\_

### Publication:

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**





# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971


Mimi Hall, MPH, CHES, Director

---

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health - Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844 Fax
--	--	--	--	---

**Date:** June 10, 2011

**To:** Honorable Board of Supervisors

**From:** Mimi Hall 

**Re:** Board of Supervisors Agenda Item for June 21, 2011

**Description/Recommendation:** 1) Approve and authorize execution of Agreement # 11-NNA32 with the California Department of Alcohol and Drug Programs for providing alcohol and drug services for Fiscal Year 2011-2012 and Fiscal Year 2012-2013, 2) Authorize the Director of Public Health to sign Standard Agreement and execute subsequent documents pertaining to Agreement #11-NNA-32 as the Board's designee, and 3) Appoint the Director of Public Health as the designated Plumas County Alcohol and Drug Program Administrator

## History and Background:

As the Board may recall, Plumas County has not implemented alcohol and drug services funded by the California Department of Alcohol and Drug Programs (ADP) since October 2008. A county Alcohol and Drug (A&D) workgroup, consisting of the Board of Supervisors Budget Committee, County Administrator Officer, County Counsel and Director of Public Health, has been working with state ADP staff and other county departments to reinstate county alcohol and drug services. Per the county's request, ADP has provided a Negotiated Net Amount Contract (NNA), which is a multi-fiscal year agreement for the term of July 1, 2011 through June 30, 2013.

The California Department of Alcohol and Drug Programs (ADP) was established upon enactment of the Health and Safety Code, Division 10.5, Sections 11750, et seq., (Stats. 1979, Ch. 679). It is designated as the Single State Agency (SSA) responsible for administering and coordinating the State's efforts in alcohol and drug abuse prevention, treatment, and recovery services. ADP is also the primary state agency responsible for interagency coordination of these services.

California's 58 county alcohol and drug program administrators, in cooperation with numerous private and public agencies, organizations and individuals, insure coordination in the planning, development, implementation and evaluation of a comprehensive statewide alcohol and drug use prevention, intervention, detoxification and treatment and recovery system. Each of the 58 county alcohol and drug programs act as the broker of service and provide services to clients either directly or by contracting with local service providers. As a result, California enjoys a statewide treatment, recovery and prevention network consisting of over 850 public and private community-based service providers which serve approximately 300,000 clients annually.

Sections 11750-11856 of the Health and Safety Code outline requirements for counties requesting to participate in a negotiated net amount contract for alcohol and other drug services. Counties are granted responsibility from the Legislature to administer and coordinate county alcohol and other drug programs funded by the NNA. Health and Safety Code also requires counties to appoint an Alcohol and Drug Program Administrator to play a central role in relation to the county alcohol and drug program, the local community, and the state/county partnership for effective provision of alcohol and drug treatment and prevention services throughout California.

The Board is requested to 1) Approve and authorize execution of Agreement # 11-NNA32 with the California Department of Alcohol and Drug Programs for providing alcohol and drug services for Fiscal Year 2011-2012 and Fiscal Year 2012-2013, 2) Authorize the Director of Public Health to sign the Standard Agreements and execute subsequent documents pertaining to Agreement #11-NNA-32 as the Board's designee, and 3) Appoint the Director of Public Health as the designated Plumas County Alcohol and Drug Program Administrator.

A copy of the Negotiated Net Amount Contract is on file with the Clerk of the Board for your review.

Please contact me if you have any questions, or need additional information. Thank you.

cc: Health and Human Services Cabinet  
Plumas County Public Health Agency Division Directors  
Plumas County Mental Health Commission  
Plumas County Alcohol Tobacco and Other Drug Coalition  
Craig Settlemire, County Counsel  
Jack Ingstad, County Administrative Officer

## BOARD AGENDA REQUEST FORM

Department: SHERIFF

Authorized Signature: G. Hendrix 6A 1

Board Meeting Date: June 21, 2011

Request for 10 minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: Yes/No

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

A. Approve and sign contract with A & P, Helicopters for aerial marijuana recon. Amount not to exceed \$50,000.

B. \_\_\_\_\_

C. \_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

County Counsel

If another department or the CAO is opposed to an agenda item, please indicate the objection:

### Attached Documents:

Contracts/Agreements:

Three copies? (Y/N)

Signed? (Y/N)

Budget Transfers Sheets:

Signed? (Y/N)

Other: \_\_\_\_\_

### Publication:

\_\_\_\_ Clerk to publish on \_\_\_\_ Notice attached and e-mailed to Clerk.

\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_

(if a specific newspaper is required, enter name here.)

\_\_\_\_ Dept. published on \_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_ Copy of Affidavit Attached.

### Special Instructions:

\_\_\_\_\_

### For CAO Use Only:

\_\_\_\_\_

THE CLERK OF THE BOARD MUST RECEIVE THIS REQUEST BY 5:00 P.M. ON THE TUESDAY BEFORE THE BOARD MEETING (5:00 P.M. ON MONDAY IF FRIDAY IS A HOLIDAY)



# Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

GREGORY J. HAGWOOD  
SHERIFF/CORONER

## MEMORANDUM

**DATE:** June 9, 2011

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Greg Hagwood

A handwritten signature in dark ink, appearing to read "G. Hagwood", is written over the printed name.

**SUBJECT:** Agenda Item for the Board Meeting of June 21, 2011

.....

### **It is recommended that the Board:**

Approve and sign a Service Agreement between the Plumas County Sheriff's Office and A & P Helicopters, Inc. (Contract #PCSO00001) in the amount of \$50,000.

### **Background and Discussion:**

Per County Policy, contracts in excess of \$10,000 must be approved by the Board of Supervisors. Therefore, it is requested that the Board approve this contract with A & P Helicopters to provide helicopter services to Plumas County Sheriff's Office for drug reconnaissance.



## BOARD AGENDA REQUEST FORM

Department: SHERIFF

Authorized Signature: [Signature]

Board Meeting Date: June 21, 2011

Request for 10 minutes for presentation

Consent Agenda: Yes/No

(If a specific time is needed, please contact the Clerk of the Board directly.)

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

A. Approve and ratify payment of \$35,820 to Sierra Electronics for services provided after expiration of Contract #PCSO00070 on December 31, 2010

B. \_\_\_\_\_

\_\_\_\_\_

C. \_\_\_\_\_

\_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

County Counsel

If another department or the CAO is opposed to an agenda item, please indicate the objection:

\_\_\_\_\_

### Attached Documents:

Contracts/Agreements:

Three copies? (Y/N)

Signed? (Y/N)

Budget Transfers Sheets:

Signed? (Y/N)

Other: \_\_\_\_\_

### Publication:

\_\_\_\_ Clerk to publish on \_\_\_\_ Notice attached and e-mailed to Clerk.

\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_

(if a specific newspaper is required, enter name here.)

\_\_\_\_ Dept. published on \_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_ Copy of Affidavit Attached.

### Special Instructions:

\_\_\_\_\_

\_\_\_\_\_

### For CAO Use Only:

\_\_\_\_\_

\_\_\_\_\_

THE CLERK OF THE BOARD MUST RECEIVE THIS REQUEST BY 5:00 P.M. ON THE TUESDAY BEFORE THE BOARD MEETING (5:00 P.M. ON MONDAY IF FRIDAY IS A HOLIDAY)



GREGORY J. HAGWOOD  
SHERIFF/CORONER

# Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

## MEMORANDUM

**DATE:** June 14, 2011

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Greg Hagwood

**SUBJECT:** Emergency Agenda Item for the Board Meeting of June 21, 2011

.....

### **It is recommended that the Board:**

Approve and ratify the payment of \$35,820 to Sierra Electronics for monthly service fees accrued since the expiration of Contract #PCSO00070 December 31, 2010. This amount represents six months at \$5,970/month.

### **Background and Discussion:**

Per County Policy, services continuing after the expiration of a contract are to be presented to the Board of Supervisors for approval to pay.

6B

## BOARD AGENDA REQUEST FORM

Department: Child Support Services

Authorized Signature: Michelle Beasford  
Board Meeting Date: June 21, 2011

Consent Agenda: ☒ Yes ☐ No

Request for 0 minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approve and authorize the Chair to sign Amendment No. 1 to Services Agreement Between Plumas County Department of Child Support Services and Bob's Janitorial Service

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

Approved as to Form by County Counsel

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☒ / N ☐)

Signed? (Y ☒ / N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ / N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_. ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_). ☐ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:


\_\_\_\_\_

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

✓



# Memo

**To:** The Honorable Board of Supervisors  
**From:** Michelle Blackford, Director of Child Support Services   
**CC:**  
**Date:** June 8, 2011  
**Re:** Request for Approval of Three Year Contract Extension and Rate Increase to Services Agreement Between Plumas County Department of Child Support Services and Bob's Janitorial Service

---

## RECOMMENDATION

It is recommended that the Board approve the **Amendment No. 1 to Services Agreement Between Plumas County Department of Child Support Services and Bob's Janitorial Service** extending janitorial services for a period of three years and amending the monthly rate to \$420.

## BACKGROUND AND DISCUSSION

The Services Agreement Between Plumas County Department of Child Support Services and Bob's Janitorial Service entered into in September 2008 is due to expire on July 1, 2011.

This Department is very pleased with the level of custodial service that has been received from Bob's Janitorial over the past several years. We have received maximum service for a minimum cost. The monthly cost for usual service has been held flat at \$380.00 per month since 2008. The Contractor is requesting a minimal increase of \$40.00 per month beginning July 1, 2011 for a total monthly cost of \$420.00. The Department budget will comfortably accommodate this increase.

The attached **Amendment No. 1** extends janitorial services for a period of three (3) years and increases the monthly cost for usual services to \$420.00 beginning July 1, 2011.

601

## BOARD AGENDA REQUEST FORM

Department: Senior Transportation

Authorized Signature: 

Board Meeting Date: 06/21/2011

Request for \_\_\_\_\_ minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: ☒ Yes ☐ No

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approve a budget transfer for Senior Transportation, dept. 20480 from wages (51000) to Fuel Expenses (521102) for \$4,000.

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

CAO

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☐ /N ☐)

Signed? (Y ☐ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☒ /N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_. ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_). ☐ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin-Hall, MPH, CHES, Director

---

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health - Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844 Fax
--	--	--	--	---

**DATE:** 6/10/11

**TO:** Honorable Board of Supervisors

**FROM:** Mimi Hall 

**CC:** Martha Heeszal, Senior Service Director

**RE:** Board of Supervisors Agenda Item for June 21, 2011

**RECOMMENDATION:** Approve a Budget Transfer in Senior Transportation 20480 of \$4,000 from Wages (51000) to Fuel (521102).

**HISTORY AND DISCUSSION:** Due to the dramatic and unforeseen increase in fuel prices, the Senior Transportation fuel budget is projected to be short approximately \$4,000 to cover actual fuel costs through June 30, 2011. Senior Transportation 20480 will also experience salary savings due to the temporary leave of the Senior Services Director during the current fiscal year, resulting in funds available in Wages (51000) to be transferred to Fuel (521102).

The Board is requested to approve a budget transfer in Dept 20480, Senior Transportation of \$4,000 from Wages (51000) to Fuel (521102).

A Budget Transfer with line item detail is attached for your review.

Please contact me if you have any questions or concerns. Thank you.



602

**BOARD AGENDA REQUEST FORM**

Department: Public Health

Authorized Signature: 

Board Meeting Date: 06/21/2011

Request for \_\_\_\_\_ minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: ☒ Yes ☐ No

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approve a budget transfer for Public Health dept. 70560 of \$1,000.00 from wages (51000) to Travel-In County (527400) \$79.00 and Travel-Out of County (527500) \$921.00

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☐ /N ☐)

Signed? (Y ☐ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☒ /N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**





# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin-Hall, MPH, CHES, Director

---

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health - Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844 Fax
--	--	--	--	---

**DATE:** 6/10/11

**TO:** Honorable Board of Supervisors

**FROM:** Mimi Hall 

**RE:** Board of Supervisors Agenda Item for June 21, 2011

**RECOMMENDATION:** Approve a Budget Transfer in Unit 70560, Public Health moving \$1,000 from Wages (\$1000) to Travel (\$79 to 527400 Travel – In County and \$921 to 527500 – Travel - Out of County).

**HISTORY AND DISCUSSION:** Ryan White Part C federal grant provides specialty medical care to persons living with HIV and AIDS and is budgeted in Public Health 70559. This program is coordinated with other HIV and AIDS grant funding budgeted in Public Health 70560.

Beginning in FY 10-11, PCPHA was awarded ongoing expansion funds of \$29, 050 per year in order to support documented increased costs of care including increased numbers of patients and unmet need for early intervention services in the community. Our grant was expanded in three target areas: 1) dental service funds - due to the elimination of adult dental care from the Medi-Cal program; 2) funds to expand substance abuse assessment and treatment for Part C patients; 3) expansion of our Siskiyou County clinics to 6 per year from 4 per year.

Due to changes as a result of the expansion grant, there was a slight shift in wages available for the portion of FTE in 70559, leaving \$1,000 that will be left unspent in the wages acct. (\$1000) in Public Health dept 70560. In addition, a recent site visit in the five county project area resulted in unanticipated travel beyond the 70560 program budget. Therefore, we are requesting that \$1,000 be moved from the wages account into Travel-In County \$79 and Travel-Out of County-\$921.

The Board is asked today to approve a budget transfer in Public Health 70560, shifting \$1,000 wages into travel accounts.

A Budget Transfer with line item detail is attached for your review.

Please contact me if you have any questions or concerns. Thank you.

## BOARD AGENDA REQUEST FORM

Department: Public Health

Authorized Signature: [Signature] bc 3

Board Meeting Date: June 21, 2011

Request for \_\_\_\_\_ minutes for presentation

Consent Agenda: ☒ Yes ☐ No

(If a specific time is needed, please contact the Clerk of the Board directly.)

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

A. Approve submission of the U.S. Department of Health and Human Services Health Resources and Services Administration Grant # HRSA-11-112, School-Based Comprehensive Oral Health Services Grant Program, and authorize Director of Public Health to sign related documents.

B. \_\_\_\_\_

C. \_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

\_\_\_\_\_

If another department or the CAO is opposed to an agenda item, please indicate the objection:

\_\_\_\_\_

### Attached Documents:

Contracts/Agreements:

Three copies? (Y ☐ /N ☐)

Signed? (Y ☐ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ /N ☐)

Other: \_\_\_\_\_

### Publication:

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

\_\_\_\_\_

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**





# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Hall, MPH, CHES, Director

☐ **Administration & Health Education**  
Suite 206  
Quincy, CA 95971  
(530) 283-6337  
(530) 283-6425 Fax

☐ **Clinic & Nursing Services**  
Suite 111  
Quincy, CA 95971  
(530) 283-6330  
(530) 283-6110 Fax

☐ **Senior Nutrition & Transportation**  
Suite 206  
Quincy, CA 95971  
(530) 283-3546  
(530) 283-6425 Fax

☐ **Environmental Health**  
Quincy Office  
Suite 127  
Quincy, CA 95971  
(530) 283-6355  
(530) 283-6241 Fax

☐ **Environmental Health - Chester**  
222 First Avenue  
Post Office Box 1194  
Chester, CA 96020  
(530) 258-2536  
(530) 258-2844 Fax

**Date:** June 21, 2011

**To:** Honorable Board of Supervisors

**From:** Mimi Hall

**Agenda:** Board of Supervisors Agenda Item for June 21, 2011

**Item Description/Recommendation:** Approve submission of the U.S. Department of Health and Human Services Health Resources and Services Administration Grant # HRSA-11-112, School-Based Comprehensive Oral Health Services Grant Program, and authorize Director of Public Health to sign related documents.

## History/Background:

Plumas County Public Health Agency plans to partner with the Greenville Rancheria Tribal Health for a Children's Health Access and Oral Health Prevention and Treatment Project.

PCPHA has coordinated the Healthy Smiles program and the Plumas Sierra Oral Health Coalition in Plumas County for over six years. The purpose of the Healthy Smiles Project and the coalition is to support the development of a coordinated and comprehensive system for children's health access, oral disease prevention and treatment services for children in Plumas and Sierra Counties.

If funds are awarded they will be used to improve children's oral health through a number of strategies.

Please contact me if you have any questions, or need additional information. Thank you.

## BOARD AGENDA REQUEST FORM

60

Department: Information Technology

Authorized Signature: \_\_\_\_\_

Board Meeting Date: June 21, 2011

Consent Agenda: ☒ Yes ☐ No

Request for \_\_\_\_\_ minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Approval and signature of software support contract for ESRI GIS software.

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☒ /N ☐)

Signed? (Y ☒ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ /N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached.

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

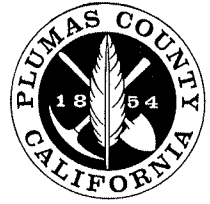
Yes: ☐ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

# Plumas County Department of Information Technology

---



County Courthouse, 520 Main Street, Room 208  
Quincy, California 95971  
Phone: (530) 283-6263  
Fax: (530) 283-0946

David M. Preston  
*Information Systems Manager*

DATE: June 21, 2011  
TO: Honorable Board of Supervisors  
FROM: Dave Preston, Information Systems Manager  
  
SUBJECT: **CONSENT AGENDA ITEM FOR THE MEETING OF JUNE 21, 2011 RE:  
APPROVAL OF MAINTENANCE AGREEMENT FOR GIS SOFTWARE .**

It is recommended that the Board:

1. Approve Item 1 below.

**Item 1:** Approval of attached agreement for software maintenance.

**Background and Discussion:**

The ESRI GIS software has been in use by Plumas County since 1999. It is the foundation for all Graphical Information Systems used by the County. Funding for this agreement has been included in the 2010/2011 approved Information Technology budget.

7A

## BOARD AGENDA REQUEST FORM

Department: Planning/GIS

Authorized Signature: Bandy Wilson

Board Meeting Date: June 21, 2011

Consent Agenda: ☐ Yes ☒ No

Request for 15 minutes for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

**Description of Item for the Agenda (This is the wording that should appear on the agenda):**

A. Supervisory redistricting and introduction of Ordinance adopting new district boundaries.

B. \_\_\_\_\_

C. \_\_\_\_\_

**Review by Necessary Departments:**

I have had this item reviewed and approved by the following departments:

**If another department or the CAO is opposed to an agenda item, please indicate the objection:**

**Attached Documents:**

Contracts/Agreements:

Three copies? (Y ☐ /N ☐)

Signed? (Y ☐ /N ☐)

Budget Transfers Sheets:

Signed? (Y ☐ /N ☐)

Other: \_\_\_\_\_

**Publication:**

☐ Clerk to publish on \_\_\_\_\_ ☐ Notice attached and e-mailed to Clerk.

☐ Notice to be published \_\_\_\_\_ days prior to the hearing. \_\_\_\_\_

☐ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_\_). ☐ Copy of Affidavit Attached. (if a specific newspaper is required, enter name here.)

**County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:**

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: ☒ No: ☐ Not Applicable: ☐

If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**

# PLUMAS COUNTY PLANNING SERVICES

555 Main Street, Quincy, CA 95971-9366  
(530) 283-7011 / FAX (530) 283-6134



**Date:** June 9, 2011

**To:** Honorable Board of Supervisors

**From:** Randy Wilson, Planning Director *RW*

**Subject: Supervisorial Redistricting – Introduction of Ordinance Adopting New District Boundaries**

## **RECOMMENDATION:**

Planning/GIS staff requests that the Board introduce the ordinance that has been prepared to reflect the Board's decision of May 17, 2011 and waive the first reading of the ordinance.

## **BACKGROUND/DISCUSSION:**

Two public hearings were held; on May 10, 2011 and May 17, 2011. The Board adopted "Plan C" at the hearing held on May 17, 2011

## **PLAN C:**

Plan C added to District 2 portions of American Valley along Chandler Road, Massack, the Spring Garden, Greenhorn and Cromberg Census Designated Places, and inhabited areas in those vicinities as far east as Feather River Cabins. Plan C acquired the additional population for District 2 from both Districts 4 and 5. In Plan C, District 4 acquired the area east of Mill Creek Road between Lee Road and Highway 70, picking up 34 persons from District 5.

The Plan C option is shown as Exhibit A of the ordinance.

## **ACTIONS FOR CONSIDERATION:**

### **I. Introduce ordinance and waive first reading.**

Should the Board take this action as recommended by staff, the ordinance will be scheduled for adoption at the meeting of July 5, 2011.



7B

## PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street  
Quincy, CA 95971-9366  
(530) 283-7011

[www.plumascounty.us](http://www.plumascounty.us)



**DATE:** June 21, 2011

**TO:** Honorable Chair and Members of the Board of Supervisors

**FROM:** Randy Wilson, Plumas County Planning Director *RW*

**RE:** Recommendation to set aside (a) the certification of the Environmental Impact Report for that portion of the Feather Inn Project located east of the west bank of Bonta Creek, and (b) the Planned Development Permit for that portion of the Feather River Inn Project located east of the west bank of Bonta Creek as directed by the Court.

### **BACKGROUND:**

On February 26, 2011 the Court issued a Final Judgment Grant Writ of Mandate regarding the Superior Court Case High Sierra Rural Alliance v. County of Plumas with the Schomac Group, Inc. as the Real Parties of Interest (Feather River Inn). The Final Judgment in part requires the County of Plumas and the Board of Supervisors to set aside the Certification of the EIR for that portion of the Feather Inn Project located east of the west bank of Bonta Creek, and (b) the Planned Development Permit for that portion of the Feather River Inn Project located east of the west bank of Bonta Creek.

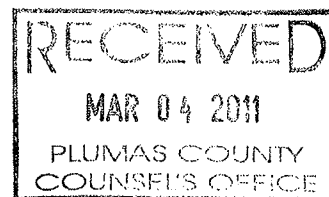
Staff is bringing this item to your Board inline with the Court's decision.

### **ACTIONS FOR CONSIDERATION:**

Staff recommends the Board of Supervisors take the following action.

- I. The Board of Supervisors hereby sets aside (a) the certification of the Environmental Impact Report for that portion of the Feather Inn Project located east of the west bank of Bonta Creek, and (b) the Planned Development Permit for that portion of the Feather River Inn Project located east of the west bank of Bonta Creek.

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF PLUMAS



Date: March 3, 2011

High Sierra Rural Alliance

Plaintiff,

vs.

County of Plumas

Defendant.

Case Number: GN CV09-00174

MINUTE ORDER

Counsel for Respondent is directed to prepare the Writ of Mandate consistent with the Judgment filed on February 28, 2011.

Gayle C. Guynup  
Judge of the Superior Court

cc: Michael W Graf, Esq., 227 Behrens St, El Cerrito, CA 94530  
R Craig Settlemyre, Esq., 520 Main St # Room 301, Quincy, CA 95971  
William W Abbott, Esq., 2100 21st Street, Sacramento, CA 95818

CLERK'S CERTIFICATE OF SERVICE BY MAIL (CCP 1013a[3])

I, Clerk of the above named Court, do certify that I am not a party to the above-entitled cause; that on the date shown below I served the foregoing document by depositing a true copy thereof, enclosed in a separate, sealed envelope, with postage thereon fully prepaid in the United States mail, each of which envelopes was addressed respectively to the persons and addresses shown above said document.

Mailed at Quincy, California

Dated: 3-3-2011

DEBORAH NORRIE, CLERK

By Therese Phelps

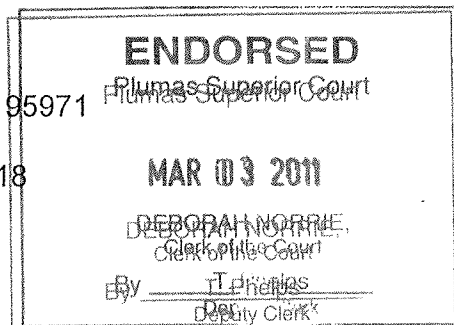
**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF PLUMAS**

**CLERK'S CERTIFICATE OF SERVICE BY MAIL (CCP 1013a[3])**

Michael W Graf, Esq., 227 Behrens St, El Cerrito, CA 94530

R Craig Settlemire, Esq., 520 Main St # Room 301, Quincy, CA 95971

William W Abbott, Esq., 2100 21st Street, Sacramento, CA 95818



I, Therese Phelps, Deputy Clerk of the above named Court, do certify that I am not a party to the above-entitled cause; that on the date shown below I served the foregoing document, FINAL JUDGMENT GRANTING WRIT OF MANDATE, by depositing a true copy thereof, enclosed in a separate, sealed envelope, with postage thereon fully prepaid, in the United States mail, each of which envelopes was addressed respectively to the persons and addresses listed above.

Mailed at Quincy, California

DEBORAH W. NORRIE, Clerk of the Court

Dated: 3-3-2011

By Therese Phelps  
Deputy Clerk

**ENDORSED**

Plumas Superior Court

**FEB 28 2011**DEBORAH NORRIE,  
Clerk of the CourtBy T. Phelps  
Deputy Clerk

1 WILLIAM W. ABBOTT, State Bar No. 083976  
2 LESLIE Z. WALKER, State Bar No. 249310  
3 Abbott & Kindermann, LLP  
4 2100 21st Street  
5 Sacramento, California 95818  
6 Telephone: (916) 456-9595  
7 Facsimile: (916) 456-9599  
8 Email: [wabbott@aklandlaw.com](mailto:wabbott@aklandlaw.com)  
9 Email: [lwalker@aklandlaw.com](mailto:lwalker@aklandlaw.com)

10 Attorneys for Respondents and Defendants,  
11 COUNTY OF PLUMAS and BOARD OF SUPERVISORS  
12 OF PLUMAS COUNTY, and Real Party In Interest, THE  
13 SCHOMAC GROUP, INC

14 R. CRAIG SETTLEMIRE, State Bar No. 096173  
15 County Counsel  
16 County of Plumas  
17 520 Main Street, Room 301  
18 Quincy, California 95971  
19 Telephone: (530) 283-6240  
20 Facsimile: (530) 283-6116  
21 Email: [csettlemire@countyofplumas.com](mailto:csettlemire@countyofplumas.com)

22 Attorneys for Respondents and Defendants  
23 COUNTY OF PLUMAS and BOARD OF SUPERVISORS  
24 OF PLUMAS COUNTY

25 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**  
26 **FOR THE COUNTY OF PLUMAS**

27 HIGH SIERRA RURAL ALLIANCE, a  
28 non-profit corporation,

Petitioner and Plaintiff,

v.

COUNTY OF PLUMAS; BOARD OF  
SUPERVISORS OF PLUMAS  
COUNTY, and DOES 1 through 10,

Respondents and Defendants,

THE SCHOMAC GROUP, INC, and Does  
11 through 100, inclusive

Real Parties In Interest and Defendants.

CASE NO: CV09-00174

~~Proposed~~ **FINAL JUDGMENT**  
**GRANTING WRIT OF MANDATE**

Judge: Honorable Gayle Guynup

1           Petitioner's Verified Petition and Complaint for Declaratory Relief came on for hearing  
2 on October 8, 2010, before the honorable Gayle Guynup in the Plumas County Superior Court.  
3 Petitioner High Sierra Rural Alliance was represented by Michael W. Graf. William W. Abbott of  
4 Abbott and Kindermann, LLP represented Respondents County of Plumas and Board of  
5 Supervisors of Plumas County and Real Party in Interest the Schomac Group.

6           The Court has read and considered the papers submitted with these actions. After  
7 consideration of the arguments presented at the hearing, all the evidence, the briefing, exhibits,  
8 declarations and requests for judicial notice and cited authorities submitted to this Court, and  
9 good cause appearing:

10           **IT IS ORDERED:**

11           1.       Petitioner's Verified Petition for Writ of Mandate is granted in part, as set forth in  
12 the attached Ruling on Submitted Matter. The Petition is denied in all other respects.

13           2.       Petitioner's Complaint for Declaratory Relief is denied, as set forth in the attached  
14 Ruling Following Hearing.

15           3.       Respondents' Motion for Judgment on the Pleadings dismissing the fourth cause  
16 of action in the Petition and Complaint is granted.

17           4.       A Peremptory Writ of Mandate shall issue under seal of the Court, ordering  
18 Respondents COUNTY OF PLUMAS and BOARD OF SUPERVISORS OF PLUMAS  
19 COUNTY to (1) set aside the certification of the EIR prepared for the Feather River Inn project  
20 and the approval of the Planned Development Permit (PDP) for that portion of the Feather River  
21 Inn project located east of the west bank of Bonta Creek; and (2) prior to reconsidering for  
22 approval those elements of the project approval set aside in step (1), the County shall revise the  
23 project description to clearly and accurately reflect the location of proposed condominium  
24 construction east of Bonta Creek within an area of special flood hazard mapped by FEMA under  
25 the National Flood Insurance Program and shown as Zone A on the FIRM for Plumas County,  
26 revise any portion of the EIR and PDP affected by this clarification of the project description,  
27 circulate the revised EIR for public comment and follow all procedures required by CEQA for  
28 consideration of the revised EIR for certification pursuant to CEQA. Pursuant to Public


1 Resources Code, section 21167.9, subdivision (b), this portion of the project is severable; the  
2 severance will not prejudice complete and full compliance with Section 21167.9; and the  
3 remainder of the project complies with CEQA. The County is not required to reconsider Deferral  
4 of Flood Hazards and Flood Hazard Mitigation (Ruling on Submitted Matter, pages 11-16),  
5 along with Mitigation of Wildlife Impacts (Ruling on Submitted Matter, pages 16-17), and  
6 mitigation of Flood Impacts (Ruling on Submitted Matter, pages 17-18), and Deferral of  
7 Mitigation of Subject to Performance Standards (Flood Hazards), (Ruling on Submitted Matter,  
8 page 18) except as may be mandated in a subsequent and supplemental environmental impact  
9 report. (Public Res. Code §21166.)

10 5. As part of the reconsideration, the County shall consider the potential  
11 inconsistency between the location of the proposed condominium construction in the Bonta Creek  
12 100-year flood plain and the General Plan prohibition on building construction in primary flood  
13 hazard areas. Respondents shall file a written return demonstrating compliance with these  
14 portions of the Writ.

15 6. Petitioner shall recover its costs jointly and severally against Respondents and  
16 Real Party in Interest pursuant to Rule 3.1700 of the California Rules of Court.

17 7. The right of Petitioner to recover its attorneys' fees from Respondents and Real  
18 Party in Interest under Code of Civil 1021.5 is hereby reserved for later determination in  
19 accordance with California Rule of Court 3.1702.

20 Dated: 2/26/11

  
Honorable Gayle Guynup  
Judge of the Superior Court

## BOARD AGENDA REQUEST FORM

Department: Public Works

Authorized Signature:

Board Meeting Date: June 21, 2011

Request for 2 HOURS for presentation

(If a specific time is needed, please contact the Clerk of the Board directly.)

Consent Agenda: Yes ☐ No ☒

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

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

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

### If another department or the CAO is opposed to an agenda item, please indicate the objection:

### Attached Documents:

Contracts/Agreements:

Three copies? (Y /N )

Signed? (Y /N )

Budget Transfers Sheets:

Signed? (Y/ N )

Other: \_\_\_\_\_

### Publication:

\_\_\_\_ Clerk to publish on \_\_\_\_\_. \_\_\_\_\_ Notice attached and e-mailed to Clerk.

\_\_\_\_ Notice to be published \_\_\_\_ days prior to the hearing. \_\_\_\_\_  
(if a specific newspaper is required, enter name here.)

\_\_\_\_ Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_). \_\_\_\_\_ Copy of Affidavit Attached.

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Not Applicable: \_\_\_\_\_

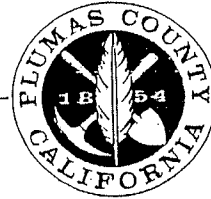
If Not Applicable, please state reason why:

**The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.**



# DEPARTMENT OF PUBLIC WORKS

1834 EAST MAIN, QUINCY CA 95971 PHONE (530) 283-6268 FAX (530) 283-6323




ROBERT A. PERREAULT Jr.  
DIRECTOR

MARTIN BYRNE  
ASST. DIRECTOR

JOE BLACKWELL  
DEPUTY DIRECTOR

## AGENDA REQUEST

June 13, 2011

From: Robert Perreault, Director of Public Works   
To: Honorable Board of Supervisors  
Subject: Agenda Request for the June 21, 2011 Meeting of the  
Plumas County Board of Supervisors

1. Discussion, possible action and/or direction to staff regarding the following Countywide Solid Waste Program issues:
  - A. Review of Capital Improvement Needs for the Solid Waste Program
  - B. Consider Continuation of Limited Operations at the Graeagle Transfer Station
  - C. Audited, Annual Financial Statements from InterMountain Disposal, Inc.
  - D. Solid Waste Rate Increase Request (revised), submitted by InterMountain Disposal, Inc.
  - E. Audited, Annual Financial Statements from Feather River Disposal, Inc.
  - F. Solid Waste Rate Decrease Response, submitted by Feather River Disposal, Inc.
  - G. Conduct workshop discussions in regard to the proposed, draft, replacement Solid Waste Franchise Contracts

## **BACKGROUND:**

### **A. Review of Capital Improvement Needs for the Solid Waste Program**

Attached is a copy of a document entitled, "Plumas County, Department of Public Works, Solid Waste Facility 2011/12 Capital Improvement List," dated June 13, 2011.

The attached documents are submitted at this time for information only and will be included as backup for the FY11-12 proposed budget, to be considered at a later date.

Public Works considers the capital improvements costs to be germane to the decision involving the continuation of limited operations at the Graeagle Transfer Station

### **B. Consider Continuation of Limited Operations at the Graeagle Transfer Station**

On December 14, 2010, the Board of Supervisors adopted a motion, pertaining to the Graeagle Transfer Station that required, in part, the Department of Public Works to submit a monthly report to the Board of Supervisors.

In its background information, submitted for the May 17<sup>th</sup> BOS Meeting, Public Works staff reported that it had completed its collaboration with the Citizens Committee on the Graeagle Transfer Station. Public Works recommended that the Board of Supervisors adopt, until further notice, "Option F" as the operations guidelines for the Graeagle Transfer Station.

A copy of the final report, "Graeagle Transfer Station, Operational Options," dated May 10, 2011, prepared by Public Works, is enclosed.

This matter was first scheduled for consideration at the May 17, 2011 meeting of the Board of Supervisors. At the May 17<sup>th</sup> BOS meeting, the Chair of the Plumas County Integrated Waste Management Task Force requested the Board of Supervisors to continue the matter to a future date in order to enable the Task Force to assemble a quorum of its members and prepare and submit advice on this matter to the Board of Supervisors. The Board of Supervisors continued consideration of this matter to June 21, 2011.

On May 26, 2011, the Plumas County Integrated Waste Management Task Force conducted a special meeting to consider several topics. Attached is a copy of the draft minutes for the May 26, 2011 meeting of the Task Force.

#### **Summary:**

- Public Works recommends that the Graeagle Transfer Station be open 1 day per week (Option F).
- The Task Force recommends that the Graeagle Transfer Station be open 2 days per week (similar to Option B).

**C. Audited, Annual Financial Statements from InterMountain, Disposal, Inc.**

With Memorandum, dated March 29, 2011, Public Works previously distributed copies of the audited, annual financial statements, received during March 2011 from Feather River Disposal, Inc. and InterMountain Disposal, Inc.

Attached is a copy of the "Compilation of Annual Rate of Return Amounts for InterMountain Disposal, Inc. for Calendar Years 2008, 2009 and 2010."

See separate agenda line item (Item "D") for rate request submitted by InterMountain Disposal, Inc.

**D. Solid Waste Rate Increase Request (revised), submitted by InterMountain Disposal, Inc.**

On April 25, 2011, InterMountain Disposal, Inc. submitted a request for an increase in the solid waste rates in the amount of 10.22%.

The Board of Supervisors considered the matter on May 17, 2011.

Thereafter, on May 17, 2011, InterMountain Disposal, Inc., reduced its request increase amount from 10.22% to 6.26%.

The Plumas County Integrated Waste Management Task Force considered the matter on May 26, 2011 and adopted a motion recommending that the Board of Supervisors approve a rate increase in the amount of 6.26%.

The Board of Supervisors will continue its consideration of the matter on June 21, 2011, except that Public Works has requested that the Board of Supervisors, at its meeting of June 14, 2011, establish hearing and meeting schedule of dates in conjunction with the rate request, thus enabling Public Works staff to begin the notification actions required for compliance with Proposition 218.

**E. Audited, Annual Financial Statements from Feather River Disposal, Inc.**

With Memorandum, dated March 29, 2011, Public Works previously distributed copies of the audited, annual financial statements, received during March 2011 from Feather River Disposal, Inc. and InterMountain Disposal, Inc.

Attached is a copy of the "Compilation of Annual Rate of Return Amounts for Feather River Disposal, Inc. for Calendar Years 2008, 2009 and 2010."

**F. Solid Waste Rate Decrease Response, submitted by Feather River Disposal, Inc.**

In response to the topic of a rate decrease, following the May 17<sup>th</sup> meeting of the Board of Supervisors, Feather River Disposal did inform Public Works that it is offering to pay the LAFCo applications costs associated with merger the solid waste functions of the QSD and the CPUD into the County system. At \$2,250 for each application, that total amount is \$5,500.

Additionally, FRD offered to conduct free bulky waste events throughout their franchise area. When queried as to what total amount would be acceptable for such bulky waste events, Public Works informed FRD that that answer could only be determined by the collective position of the 5 Supervisors.

On June 3, 2011, FRD submitted an e-mail, with attachment, with more specifics as to their bulky waste proposal. A copy of the 6-3-2011 e-mail, with attachment, is attached.

**G. Conduct workshop discussions in regard to the proposed, draft, replacement Solid Waste Franchise Contracts**

On May 10, 2011, Public Works staff distributed a draft copy, dated May 9, 2011, of the new, draft replacement solid waste franchise contract to the Board of Supervisors.

On May 12, 2011, Public Works staff distributed a draft copy, dated May 9, 2011, of the new, draft replacement solid waste franchise contract to the Plumas County Integrated Waste Management Task Force.

The purpose of this agenda item is to enable the Board of Supervisors to conduct a workshop, including discussions with the Task Force, staff, the 2 franchise contractors and the public in regard to the draft replacement solid waste franchise contracts.

As of the date of this agenda request, there have been no specific, proposed revisions to the draft replacement contracts, except from staff. Attached is a copy of the string of e-mails exchanged between Greg Martinelli and me on the general topic, ending on May 23, 2011.

## **RECOMMENDATIONS:**

Public Works respectfully recommends that the Board of Supervisors adopt the following motions:

1. In regard to the continuation of the limited operations at the Graeagle Transfer Station, Public Works recommends that, until further notice, the Graeagle Transfer Station be open 1 day per week (using Option F as the operating guidelines). Note: The Task Force recommends that the Graeagle Transfer Station be open 2 days per week (similar to Option B).
2. In regard to the audited, Annual Financial Statement, received from InterMountain Disposal, Inc., Public Works recommends that the financial statement be accepted and filed.
3. In regard to the request for a rate increase for InterMountain Disposal, Inc., Public Works recommends that a 6.26% increase be granted, if the Graeagle Transfer Station is directed by the Board of Supervisors to be open 1 or 2 days per week. Public Works recommends that a 5.26% increase be granted, if the Graeagle Transfer Station is directed by the Board of Supervisors to be closed.
4. In regard to the audited, Annual Financial Statement, received from Feather River Disposal, Inc., Public Works recommends that the financial statement be accepted and filed.
5. In regard to the topic of a possible rate decrease in the franchise area of Feather River Disposal, Inc., Public Works has no specific recommendation to submit to the Board of Supervisors.

## **Attachments:**

- Solid Waste Facility 2011/12 Capital Improvement List,” dated June 13, 2011.
- Report on GTS Operational Options, dated May 10, 2011, prepared by Public Works
- “Compilation of Annual Rate of Return Amounts for InterMountain Disposal, Inc. , Inc. for Calendar Years 2008, 2009 and 2010”
- “Compilation of Annual Rate of Return Amounts for Feather River Disposal, Inc. for Calendar Years 2008, 2009 and 2010”
- April 25, 2011 Letter from InterMountain Disposal, Inc.
- May 17, 2011 Letter from InterMountain Disposal, Inc.
- Draft minutes for the May 26, 2011 meeting of the Plumas County Integrated Waste Management Task Force
- 6-3-2011 e-mail, with attachment, from FRD, pertaining to bulky waste events
- 5-23-2011 e-mail (and earlier related string of e-mails between Martinelli and Perreault) on the topic of replacement franchise contracts.



Plumas County Department of Public Works  
**SOLID WASTE FACILITY 2011/12 CAPITAL IMPROVEMENT LIST**

Graeagle Transfer Station

1. Perimeter Fencing: Even though this site is far from secure, this cost should be deferred. Short term costs to make repairs and improve containment around the existing operation are estimated at **\$5,000**. Long term (total site containment) costs have been estimated at **\$14,000**.
2. New Tipping Wall & Slab for additional bin for metals/appliances. Fewer bins are foreseen for this site, therefore this item should be eliminated from the capital expenditures list unless the GTS goes back into full operation.
3. The existing asphalt surfacing is in poor shape and needs substantial repair of potholes, etc. Due to the uncertainty of long-term operations at this site, pavement repairs will be deferred; however, if the site is to continue to see moderate use, then paving repairs will eventually be needed, at an estimated cost of **\$15,000**.
4. The electric box and controls for the compactor needs repair and relocation to remove it from the bottom of the compactor to a location where it will not require the operator to stand in water during the wet season to operate it...**\$20,000**. This is a public safety issue and will be pursued this summer.
5. Construction or installation of a restroom facility/office/employee break room and septic system. Absent a mandate from the Department of Environmental Health, this improvement will also be deferred. The cost for this item was estimated at **\$75,000**, which could vary considerably depending upon the ability to place a "standard" septic system on site, and the size and construction type chosen for the restroom/break room.
6. A curb wall around the existing and proposed compactor & bin to prevent drainage water from coming into contact with waste...**\$15,000**. This must be done if the compactor is to remain in use.

East Quincy Transfer Station

Perimeter Fencing: One of the requirements imposed by the Planning Department that allowed the relocation of the Quincy Recycling Center from Crescent St to East Quincy was that slats need to be installed in the chain link fence around the south side of the armory. That has not been done yet. The cost for that is estimated at **\$5,000**.

Chester/Lake Almanor Transfer Station

1. Work remains to complete Building Permit requirements for the modular office installed by Feather River Disposal. Minor grading, asphalt patching and a set of handrails need to be installed. The estimate for this work is **\$3,500**

2. FRD has requested that a few mature pine trees be removed at the southeast corner of the main building. Also requested is some grading and paving to accommodate truck parking. The estimate for this work is **\$6,000**.

#### Greenville Transfer Station

Underground power. Public Works staff has met with the Forest Service on site to review the installation of conduit for underground power to the transfer station to replace the generator that is currently used. The cost for this project is estimated at **\$65,000**, but depends on final Forest Service approval of installation, and so will not be included in the 2011/12 budget figures

#### Summary

Total capital expenditures for the transfer stations is expected to be **\$49,500** during the 2011/12 fiscal year, depending upon budget constraints. Future foreseeable costs (above the initial \$49,500) are estimated to be \$169,000 – if further improvements are approved at the Graeagle Transfer Station. Does not include future transfer station floor replacement/treatment

# **GRAEAGLE TRANSFER STATION**

## **OPERATIONAL OPTIONS**

**May 10, 2011**

### **EXISTING OPERATION**

Open 2 days per week on Saturday and Sunday (1 operator - 16 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only co-mingled recycling accepted – no buy-back, no oil or white goods

Estimated yearly revenue from operations: \$39,251.52

Estimated yearly expenses from operations: \$45,248.84

Estimated loss: \$5,997.32

### **OPTION A – PUBLIC WORKS**

Open ½ day per week on Sunday off season (5 man hours per week for 26 wks.)

Open ½ day on 2 days on Sunday and Mondays in summer (10 man hours per week for 26 wks.)

Only co-mingled recycling accepted – no buy-back, no oil or white goods

No MSW accepted (compactor eliminated)

Estimated yearly revenue from operations: \$0

Estimated yearly expenses from operations: \$26,467.48

Estimated loss: \$26,467.48

### **OPTION B – IMD**

Open 2 days per week on Thursday and Friday year-round (16 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back or white goods

Estimated yearly revenue from Operations: \$39,251.52

Estimated yearly expenses from Operations: \$45,248.84

Estimated loss: \$5,997.32

### **OPTION C – MARK M.**

Open 3 days per week on Friday to Sunday off season (24 man hours per week for 26 wks.)

Open 4 days on Thursday to Sunday in summer (32 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Accepts all recycling, including buy-back and oil, but no white goods

Estimated yearly revenue from operations: \$39,251.52

Estimated yearly expenses from operations: \$64,267.32

Estimated loss: \$25,015.80

### **OPTION D – BRYAN H.**

Open 3 days per week on Friday to Sunday off season (24 man hours per week for 26 wks.)

Open 4 days on Thursday to Sunday in summer (32 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back, no white goods

Estimated yearly revenue from operations: \$39,251.52

Estimated yearly expenses from operations: \$53,867.32

Estimated loss: \$14,615.80

**OPTION E – 2/15 CONSENSUS**

Open 2 days per week on Thursday and Friday off season (16 man hours per week for 26 wks.)

Open 3 days on Thursday, Friday and Sunday in summer (24 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back, no white goods

Estimated yearly revenue from operations: \$39,251.52

Estimated yearly expenses from operations: \$45,955.00

Estimated loss: \$6,703.48

**OPTION F – JP/RR**

Open 1 day per week: Sunday – year-round (8 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back, no white goods

Estimated yearly revenue from operations: \$39,251.52

Estimated yearly expenses from operations: \$37,336.52

Estimated profit: \$1,915.00

**OPTION G – GTS COMMITTEE (MODIFIED OPTION “E”)**

Open 2 days per week on Thursday and Friday off season (16 man hours per week for 26 wks.)

Open 3 days on Thursday, Friday and Sunday in summer (24 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back, no white goods

Estimated yearly revenue from operations: \$38,158.58

Estimated yearly expenses from operations: \$48,732.58

Estimated loss: \$10,574.00

# GRAEAGLE TRANSFER STATION

## EXPENSE BREAKDOWN SHEET

May 10, 2011

Personnel: \$18.00<sup>1</sup> per hour, including overhead costs

5 hour shift: \$90.00 per day

8 hour shift: \$144.00 per day

Overtime rate: \$27.00 per hour (Time-and-a-half)

Personnel transportation costs @ \$0.51<sup>2</sup> per mile: 16miles x \$0.51 = \$8.16 per day

Trucking costs: \$125.00 per round trip from Delleker to Graeagle & back to Delleker for roll-off trucks (compactor/MSW and commingled recyclables), \$40.00 per round trip for small truck (separated/buy-back recyclables).

Utility costs:

Porta-Potty:	\$110.00 per month
Water:	\$84.00 per month
Telephone:	\$45.00 per month
Electricity:	\$95.00 per month

Miscellaneous Costs

Administration:	\$288.00 per month
Taxes:	\$25.00 per month
Insurance:	\$100.00 per month
Compactor Maintenance & Repair	<u>\$80.00 per month</u>

Total Utility and Miscellaneous Expenses per month<sup>3</sup>: \$827.00 per month with compactor

Credit for removing compactor:

Compactor Maintenance & Repair	<80.00> per month
Electricity:	<u>&lt;50.00&gt; per month</u>

Total Utility and Miscellaneous Expenses per month<sup>4</sup>: \$697.00 per month without compactor

Utility and Miscellaneous expense (with compactor) broken down by operational unit:

½ day per week - \$206.75 per week, \$206.75 per day of operation.  
 2 - ½ days per week - \$206.75 per week, \$103.38 per day of operation.  
 2 days per week - \$206.75 per week, \$103.38 per day of operation.  
 3 days per week - \$206.75 per week, \$68.92 per day of operation.  
 4 days per week - \$206.75 per week, \$51.69 per day of operation.

Utility and Miscellaneous expense (without compactor) broken down by operational unit:

½ day per week - \$174.25 per week, \$174.25 per day of operation.  
 2 - ½ days per week - \$174.25 per week, \$87.13 per day of operation.  
 2 days per week - \$174.25 per week, \$87.13 per day of operation.  
 3 days per week - \$174.25 per week, \$58.08 per day of operation.  
 4 days per week - \$174.25 per week, \$43.56 per day of operation

<sup>1</sup>based upon 2010 employee wage + 50% overhead costs

<sup>2</sup>allowable mileage rate for business miles driven – IRS, 2011



# GRAEAGLE TRANSFER STATION

## ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

### EXISTING OPERATION

Open 2 days per week on Saturday and Sunday (1 operator - 16 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only co-mingled recycling accepted – no buy-back, no oil or white goods

### PROJECTED WEEKLY REVENUE

Estimated yearly revenue from operations<sup>1</sup>:  $\$39,251.52^2 / 52 = \$754.84$  per week average.

Estimated off-season (November – April) revenues:  $\$13,506.01 / 26 = \$519.46$  per week average.

Estimated Summer (May-October) revenues:  $\$26,455.51 / 26 = \$1,017.52$  per week average.

### PROJECTED WEEKLY EXPENSES

Personnel: \$288.00

Transportation: \$16.32

Utility & Miscellaneous: \$190.85

Trucking: \$375

Total estimated weekly expenses from operations: \$870.17

### PROJECTED YEARLY EXPENSES

$\$870.17$  (weekly expense) x 52 weeks = \$45,248.84

### PROJECTED CAPITAL IMPROVEMENT EXPENSES

#### Short-term

Electrical repairs/upgrades: \$20,000

Fencing repairs/additional fencing: \$14,000

Curb wall around compactor: \$15,000.00

#### Long-term

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

### PROJECTED LOSS FOR EXISTING

OPERATION: \$5,997.32

(Excludes amortization of short-term and  
long-term capital expenses)

Required yearly income to “break even” = \$36,323.46

<sup>1</sup>based upon 74% of 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

# GRAEAGLE TRANSFER STATION

## ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

### OPTION A – PUBLIC WORKS

Open one (1) half day per week on Sunday during off-season (1 operator - 5 man hours per week for 26 wks.)

Open two (2) half days per week on Saturday and Sunday during Summer season (1 operator - 10 man hours per week for 26 wks.)

Only co-mingled recycling accepted – no buy-back, no oil or white goods

#### PROJECTED REVENUE

Estimated yearly revenue from operations: \$0

#### PROJECTED WEEKLY EXPENSES (Off-Season)

Personnel: \$90.00

Transportation: \$8.16

Utility & Miscellaneous: \$174.25

Trucking: \$125.00

Total est. weekly expenses from operations: \$397.41

#### PROJECTED WEEKLY EXPENSES (Summer)

Personnel: \$180.00

Transportation: \$16.32

Utility & Miscellaneous: \$174.25

Trucking: \$250.00

Total est. weekly expenses from operations: \$620.57

#### PROJECTED SEASONAL EXPENSES

##### Off-Season

\$397.41 (weekly expense) x 26 weeks = \$10,332.66

##### Summer

\$620.57 (weekly expense) x 26 weeks = \$16,134.82

#### PROJECTED YEARLY EXPENSES: \$26,467.48

#### PROJECTED CAPITAL IMPROVEMENT EXPENSES

##### Short-term

Electrical repairs/upgrades: \$5,000

Fencing repairs/additional fencing: \$14,000

##### Long-term

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

#### PROJECTED LOSS FOR OPTION A:

**\$26,467.48**

(Excludes amortization of short-term and long-term capital expenses)

No “break-even” income possible.

# GRAEAGLE TRANSFER STATION

## ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

### OPTION B – IMD

Open 2 days per week on Thursday and Friday year-round (1 operator - 16 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back or white goods

### PROJECTED REVENUE

Estimated yearly revenue from operations<sup>1</sup>: \$39,251.52<sup>2</sup> (\$377.42 per operating day average).

### PROJECTED WEEKLY EXPENSES

Personnel: \$288.00

Transportation: \$16.32

Utility & Miscellaneous: \$190.85

Trucking: \$375.00

Total est. weekly expenses from operations: \$870.17

### PROJECTED YEARLY EXPENSES: \$45,248.84

### PROJECTED CAPITAL IMPROVEMENT EXPENSES

#### Short-term

Electrical repairs/upgrades: \$20,000

Fencing repairs/additional fencing: \$14,000

Curb wall around compactor: \$15,000.00

#### Long-term

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

### PROJECTED LOSS FOR OPTION B:

**\$5,997.32**

(Excludes amortization of short-term and  
long-term capital expenses)

**Required yearly income to “break even” = \$45,248.84**

<sup>1</sup>based upon 74% of 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

# GRAEAGLE TRANSFER STATION ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

## OPTION C – MARK M.

Open 3 days per week, Friday – Sunday during off-season (1 operator - 24 man hours per week for 26 wks.)  
Open 4 days per week, Thursday – Sunday during Summer (1 operator - 32 man hours per week for 26 wks.)  
Accepts MSW (requires use of compactor)  
Accepts all recycling including buy-back and oil, but no white goods.

### PROJECTED REVENUE

Estimated yearly revenue from operations<sup>1</sup>: \$39,251.52<sup>2</sup> (\$519.23 per operating day average).  
Estimated off-season (November – April) revenues: \$13,506.01 (\$173.15 per operating day average).  
Estimated Summer (May-October) revenues: \$26,455.51 (\$254.38 per operating day average).

### PROJECTED WEEKLY EXPENSES (Off-Season)

Personnel: \$432.00  
Transportation: \$24.48  
Utility & Miscellaneous: \$190.85  
Trucking: \$450.00  
Total est. weekly expenses from operations: \$1,097.33

### PROJECTED WEEKLY EXPENSES (Summer)

Personnel: \$576.00  
Transportation: \$32.64  
Utility & Miscellaneous: \$190.85  
Trucking: \$575.00  
Total est. weekly expenses from operations: \$1,374.49

### PROJECTED SEASONAL EXPENSES

#### Off-Season

\$1,097.33 (weekly expense) x 26 weeks = \$28,530.58

#### Summer

\$1,374.49 (weekly expense) x 26 weeks = \$35,736.74

### PROJECTED YEARLY EXPENSES: \$64,267.32

### PROJECTED CAPITAL IMPROVEMENTS/EXPENSES

#### Short-term

Electrical repairs/upgrades: \$20,000  
Fencing repairs/additional fencing: \$14,000  
Curb wall around compactor: \$15,000.00

#### Long-term

Paving improvements: \$15,000  
Office/break room/restroom w/ septic system: \$75,000

### PROJECTED LOSS FOR OPTION C:

**\$25,015.80**

(Excludes amortization of short-term and  
long-term capital expenses)

**Required yearly income to “break even” = \$65,094.12**

<sup>1</sup>based upon 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

# GRAEAGLE TRANSFER STATION

## ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

### OPTION D – BRYAN H.

Open 3 days per week, Friday – Sunday during off-season (1 operator - 24 man hours per week for 26 wks.)  
Open 4 days per week, Thursday – Sunday during Summer (1 operator - 32 man hours per week for 26 wks.)  
Accepts MSW (requires use of compactor)  
Only oil and co-mingled recycling accepted – no buy-back or white goods

#### PROJECTED REVENUE

Estimated yearly revenue from operations<sup>1</sup>: \$39,251.52<sup>2</sup> (\$215.67 per operating day average).  
Estimated off-season (November – April) revenues: \$13,506.01 (\$173.15 per operating day average).  
Estimated Summer (May-October) revenues: \$26,455.51 (\$254.38 per operating day average).

#### PROJECTED WEEKLY EXPENSES (Off-Season)

Personnel: \$432.00  
Transportation: \$24.48  
Utility & Miscellaneous: \$190.85  
Trucking: \$250.00  
Total est. weekly expenses from operations: \$897.33

#### PROJECTED WEEKLY EXPENSES (Summer)

Personnel: \$576.00  
Transportation: \$32.64  
Utility & Miscellaneous: \$190.85  
Trucking: \$375.00  
Total est. weekly expenses from operations: \$1,174.49

#### PROJECTED SEASONAL EXPENSES

##### Off-Season

\$897.33 (weekly expense) x 26 weeks = \$23,330.58

##### Summer

\$1,174.49 (weekly expense) x 26 weeks = \$30,536.74

#### PROJECTED YEARLY EXPENSES: \$53,867.32

#### PROJECTED CAPITAL IMPROVEMENTS/EXPENSES

##### Short-term

Electrical repairs/upgrades: \$20,000  
Fencing repairs/additional fencing: \$14,000  
Curb wall around compactor: \$15,000.00

##### Long-term

Paving improvements: \$15,000  
Office/break room/restroom w/ septic system: \$75,000

#### PROJECTED LOSS FOR OPTION D:

**\$14,615.80**

(Excludes amortization of short-term and  
long-term capital expenses)

Required yearly income to “break even” = \$53,867.32

<sup>1</sup>based upon 74% of 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product



# GRAEAGLE TRANSFER STATION

## ALTERNATIVE REVENUE AND EXPENSE SUMMARIES

May 10, 2011

### OPTION E – 2/15 CONSENSUS

Open 2 days per week, Thursday and Friday during off-season (1 operator - 16 man hours per week for 26 wks.)  
Open 3 days per week, Thursday, Friday and Sunday during Summer (1 operator - 24 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back or white goods

### PROJECTED REVENUE

Estimated yearly revenue from operations<sup>1</sup>: \$39,251.52<sup>2</sup> (\$519.23 per operating day average).

Estimated off-season (November – April) revenues: \$13,506.01 (\$259.73 per operating day average).

Estimated Summer (May-October) revenues: \$26,455.51 (\$339.17 per operating day average).

### PROJECTED WEEKLY EXPENSES (Off-Season)

Personnel: \$288.00

Transportation: \$16.32

Utility & Miscellaneous: \$190.85

Trucking: \$250.00

Total est. weekly expenses from operations: \$745.17

### PROJECTED WEEKLY EXPENSES (Summer)

Personnel: \$432.00

Transportation: \$24.48

Utility & Miscellaneous: \$190.85

Trucking: \$375.00

Total est. weekly expenses from operations: \$1,022.33

### PROJECTED SEASONAL EXPENSES

#### Off-Season

\$745.17 (weekly expense) x 26 weeks = \$19,374.42

#### Summer

\$1,022.33 (weekly expense) x 26 weeks = \$26,580.58

### PROJECTED YEARLY EXPENSES: \$45,955.00

### PROJECTED CAPITAL IMPROVEMENTS/EXPENSES

#### Short-term

Electrical repairs/upgrades: \$20,000

Fencing repairs/additional fencing: \$14,000

Curb wall around compactor: \$15,000.00

#### Long-term

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

### PROJECTED LOSS FOR OPTION E:

**\$6,703.48**

(Excludes amortization of short-term and  
long-term capital expenses)

Required yearly income to “break even” = \$50,737.96

<sup>1</sup>based upon 74% of 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

# **GRAEAGLE TRANSFER STATION**

## **ALTERNATIVE REVENUE AND EXPENSE SUMMARIES**

May 10, 2011

### **OPTION F – JP/RR**

Open 1 day per week: Sunday, year-round (1 operator - 8 man hours per week for 52 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back or white goods

### **PROJECTED REVENUE**

Estimated yearly revenue from operations<sup>1</sup>: \$39,251.52<sup>2</sup> (\$754.84 per operating day average).

### **PROJECTED WEEKLY EXPENSES**

Personnel: \$144.00

Transportation: \$8.16

Utility & Miscellaneous: \$190.85

Trucking: \$375.00

Total est. weekly expenses from operations: \$718.01

### **PROJECTED YEARLY EXPENSES: \$37,336.52**

### **PROJECTED CAPITAL IMPROVEMENTS/EXPENSES**

#### **Short-term**

Electrical repairs/upgrades: \$20,000

Fencing repairs/additional fencing: \$14,000

Curb wall around compactor: \$15,000

#### **Long-term**

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

### **PROJECTED PROFIT FOR OPTION F:**

**\$1,915.00**

(Excludes amortization of short-term and long-term capital expenses)

**Required yearly income to “break even” = \$38,163.32**

<sup>1</sup>based upon 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

**GRAEAGLE TRANSFER STATION**  
**ALTERNATIVE REVENUE AND EXPENSE SUMMARIES**

May 10, 2011

**OPTION G – GTS COMMITTEE (MODIFIED OPTION “E”)**

Open 2 days per week, Thursday and Friday during off-season (1 operator - 16 man hours per week for 26 wks.)  
Open 3 days per week, Thursday, Friday and Sunday during Summer (1 operator - 24 man hours per week for 26 wks.)

Accepts MSW (requires use of compactor)

Only oil and co-mingled recycling accepted – no buy-back or white goods

**PROJECTED REVENUE**

Estimated yearly revenue from operations: \$38,158.58 (\$293.53 per operating day average).

Estimated off-season (November – April) revenues: \$9,500.42 (\$182.70 per operating day average).

Estimated Summer (May-October) revenues: \$28,658.16 (\$367.41 per operating day average).

**PROJECTED WEEKLY EXPENSES (Off-Season)**

Personnel: \$288.00

Transportation: \$16.32

Utility & Miscellaneous: \$134.31

Trucking: \$250.00

Capital Expenses: \$38.46 (Electrical Repairs)

Total est. weekly expenses from operations: \$727.09

**PROJECTED WEEKLY EXPENSES (Summer)**

Personnel: \$432.00

Transportation: \$24.48

Utility & Miscellaneous: \$181.15

Trucking: \$375.00

Capital Expenses: \$38.46 (Electrical Repairs)

\$2,500.00 (Fence Repair – one time)

Total est. weekly expenses from operations: \$1,147.24  
(First year only)

**PROJECTED SEASONAL EXPENSES**

**Off-Season**

\$727.09 (weekly expense) x 26 weeks = \$18,904.34

**Summer**

\$1,147.24 (weekly expense) x 26 weeks = \$29,828.24  
(First year only)

**PROJECTED YEARLY EXPENSES: \$48,732.58**

**PROJECTED CAPITAL IMPROVEMENTS/EXPENSES**

**Short-term**

Electrical repairs/upgrades: \$20,000

Fencing repairs: \$2,500

**Long-term**

Curb wall around compactor: \$15,000

Paving improvements: \$15,000

Office/break room/restroom w/ septic system: \$75,000

**PROJECTED LOSS FOR OPTION G: \$10,574.00**

(Includes payment & amortization of short-term, but no long-term capital expenses)

**Required yearly income to “break even” = \$48,732.58**

<sup>1</sup>based upon adjusted\* 2010 revenues of \$53,042.59 from the Graeagle Transfer Station

<sup>2</sup>excludes revenues and some transportation expenses from recycled product

\*adjusted: 20% reduction in off-season visits, 9% increase in rates

### **Assumptions/Basis of Calculations:**

Projected revenues for the Graeagle Transfer Station (GTS) given in this report were based upon calendar year 2010 station revenues, most of which were received prior to the 9% rate increase granted by the Board of Supervisors in November, 2010. Projected 2011 waste volumes are the same volumes received in 2010, therefore revenues could rise based upon the rate increase. However, projected revenue figures used in this analysis do not take into account the trend of declining tonnages accepted at the GTS, the result of a slowing economy over the past five years, particularly in construction. Increased subscription to the solid waste collection route by the residents of Graeagle and the surrounding area, as well as increased use of the Delleker Recycling Center by area residents have also played a part in the recent reduced use of the transfer station.

Actual revenues from commodities (paper, cardboard, plastic, aluminum) sales derived from recyclables dropped off or acquired as part of the buy-back program at the GTS were not included in this study, nor were related expenses from re-handling (sorting, baling, re-loading) the recyclable materials delivered from GTS to the Delleker Recycling Center. Also omitted was the substantial cost of trucking those recyclable materials to commodity wholesalers, usually a 150-500 mile round trip.

One other issue that has only been briefly discussed here is the amortization of borrowed funds to be used for capital expenditures. This will require either a rate increase for all rate-payers in IMD's franchise area, or a gate fee for all users of the GTS....or perhaps both. The amount of a rate increase (which would need to be the subject of a Proposition 218 election) or gate fee (which would not) will depend upon the option chosen, the length of time required to amortize the capital expenses, and the scope of the work to be done.

The truest test of the selected option will be its success over time. Whichever option is chosen must be given sufficient operating time to verify (or refute) projected revenues and expenses. This trial run seems a prudent exercise to staff, and probably should be done before a long-term decision is made by the Board of Supervisors to either ratify its decision to close the Graeagle Transfer Station or retain it as a Plumas County Solid Waste Facility, and if so, decide which days, hours and services will be offered there.

In order to estimate possible gate fees, short-term and total (short-term and long-term) capital expenditures for each option have been amortized over five years at an interest rate of 8%. The gate fee to pay for those capital expenses has been calculated by dividing the average 12-month payments for those capital expenses by the total number of visits to the transfer station in 2010. There are only two different variations:

#### **Option A**

Short-term expenditures: \$19,000

Long-term expenditures: \$90,000

Short-term yearly payment: \$4,623

Long-term yearly payment: \$21,899

No. of visits in 2010: 4,349

Short-term per capita gate fee: \$1.06 ea.

Long-term per capita gate fee: 5.04 ea.

**Total: \$6.10 ea.**

#### **Options B-G**

Short-term expenditures: \$49,000

Long-term expenditures: \$90,000

Short-term yearly payment: \$11,922

Long-term yearly payment: \$21,899

Short-term per capita gate fee: \$2.74 ea.

Long-term per capita gate fee: 5.04 ea.

**Total: \$7.78 ea.**

This payback calculation is highly dependent upon the number of users visiting the GTS during the year. Gate fees may need to be adjusted up or down by a significant percentage if it is found that the actual number of future visits varies greatly from the 2010 total.

**Prepared by Plumas County – Department of Public Works – Solid Waste Division  
May 10, 2011**

**PLUMAS COUNTY**  
**Solid Waste Program**

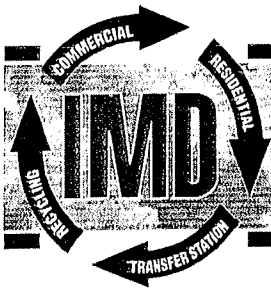
**Compilation of Annual Rate of Return Amounts for**  
**InterMountain Disposal, Inc.**  
**(based on audited, annual financial statements)**

Note: A rate increase of 9.00% was granted on November 2, 2010

Calendar Year	Calculated Rate of Return	Rate of Return in Excess of 10%	Amount of Rate of Return Below 10%
2008	-5.09%	-15.09%	<\$209,620.50>
2009	-1.00%	-11.00%	<\$144,478.90>
2010	-0.22%	-10.22%	<\$130,584.50>
Total for Past 3 Years:			<\$484,683.90>

<b>PLUMAS COUNTY</b> <b>Solid Waste Program</b>			
<b>Compilation of Annual Rate of Return Amounts for</b> <b>Feather River Disposal, Inc.</b> <b>(based on audited, annual financial statements)</b>			
Note: A rate increase of 5.36% was granted on January 15, 2009			
Calendar Year	Calculated Rate of Return	Rate of Return in Excess of 10%	Amount of Rate of Return in Excess of 10%
2008	11.95%	1.95%	\$41,033.80
2009	16.08%	6.08%	\$112,012.20
2010	17.32%	7.32%	\$181,451.46
Total for Past 3 Years:			\$334,497.46





# InterMountain Disposal, Inc.

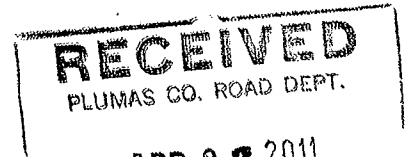
Solid Waste Management and Recycling

INTERMOUNTAIN DISPOSAL, INC.

DBA: INTERMOUNTAIN DISPOSAL - COUNTY DIVISION

DBA: INTERMOUNTAIN DISPOSAL - PORTOLA DIVISION

DBA: INTERMOUNTAIN DISPOSAL - SIERRA DIVISION



AM PM  
7,8,9,10,11,12,1,2,3,4,5,6

Mr. Bob Perreault, Director  
Plumas County Department of Public Works  
1834 E. Main Street  
Quincy, Ca 95971

April 25, 2011

Re: Rate Adjustment of Fee Schedule 2011

Mr. Bob Perreault:

As per our **Contract For the Collection, Recycling and Disposal of Solid Waste**, and as directed in **5B. Adjustment of Fee Schedule**, we are requesting a Rate Adjustment to Fee's of 10.2245% to be effective on July 1, 2011.

This request is based upon the audited financial statements for 2010 and the rate of return calculations provided by Mr. Ron Milligan, CPA, of Cupit, Milligan, Williams and Ogden, which explains that Intermountain Disposal, Inc. realized a negative rate of return of -.2245% for the year ending on December 31, 2010.

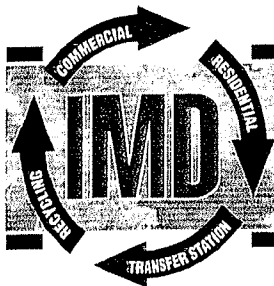
We are aware that the rate adjustment on November 12, 2010, has not been fully realized, so we have provided a projection that should be taken under consideration during the rate setting process.

Sincerely,

Ricky Ross  
Vice-President/CEO

Cc: David Cohen, Attorney at law

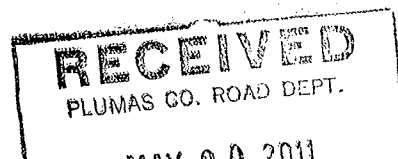
CC: JH



# InterMountain Disposal, Inc.

Solid Waste Management and Recycling

INTERMOUNTAIN DISPOSAL, INC.  
DBA: INTERMOUNTAIN DISPOSAL - COUNTY DIVISION  
DBA: INTERMOUNTAIN DISPOSAL - PORTOLA DIVISION  
DBA: INTERMOUNTAIN DISPOSAL - SIERRA DIVISION



AM PM  
7,8,9,10,11,12,1,2,3,4,5,6

Mr. Bob Perreault, Director  
Plumas County Department of Public Works  
1834 E. Main Street  
Quincy, Ca 95971

May 17, 2011

Re: Rate Adjustment 2011

Mr. Bob Perreault:

As per our **Contract For the Collection, Recycling and Disposal of Solid Waste**, and as directed in **5B. Adjustment of Fee Schedule**, we are requesting a Rate Adjustment of **6.256%** to be effective by no later than **August 1, 2011**.

This request is based upon the audited financial statements for 2010 and the rate of return calculations provided by Mr. Ron Milligan, CPA, of Cupit, Milligan, Williams and Ogden, which clarifies that Intermountain Disposal, Inc. realized a negative rate of return of **-.2245%** for the year ending on December 31, 2010.

We are aware that the rate adjustment on November 12, 2010, has not been fully realized, and have provided Plumas County Public Works with calculations as to the **5.256%** increase.

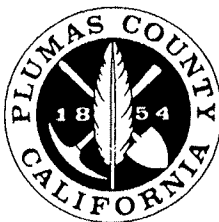
Please be advised that we have added **one percent (1%)** to our requested increase to cover the approved action taken at the May 17, 2011 Board of Supervisors meeting for operational expenses for Plumas County Public Works.

Sincerely,

Ricky Ross  
Vice-President/CEO

Cc: David Cohen, Attorney at law

cc: JK



**DRAFT**

**PLUMAS COUNTY INTEGRATED WASTE MANAGEMENT TASK FORCE**

**John Sciborski, Chair**

**Bill Turner**

**Jim Murphy**

**Rick Archbold**

**Robbin Anderson**

**DRAFT MINUTES FOR MEETING OF Thursday, May 26, 2011, BEGINNING AT 9:00 A.M.  
IN THE CONFERENCE ROOM OF THE PUBLIC WORKS BUILDING,  
1834 EAST MAIN STREET, QUINCY, CALIFORNIA 95971**

**MINUTES**

**1. 9:00 AM ROLL CALL OF TASK FORCE**

Present: Sciborski; Turner; Archbold; Anderson      Absent: Murphy

**2. SELF-INTRODUCTION OF AUDIENCE ATTENDEES**

Public attendees: Mark Mihevc; Don Clark; Bryan Hansen; Don Dailey; Tom Balestri;  
Bob Boschee; Jerry Blinn, PCPW; Ricky Ross, IMD; Mike Clements, FRD; Terry  
Swofford, Supervisor

**3. PUBLIC COMMENT OPPORTUNITY**

There being no public comment; Chairperson Sciborski moves to Item 1 of the Agenda

**4. CONTINUATION OF DISCUSSIONS, PREVIOUSLY INITIATED ON MAY 12, 2011, IN REGARD TO THE PUBLIC WORKS RECOMMENDATION ON THE CONTINUATION OF LIMITED OPERATIONS (OPTION "F") AT THE GRAEAGLE TRANSFER STATION**

John Kolb opens the discussion in regards to "Option F" of the Graeagle Transfer Station Operational Options. Tom Balestri, public attendee, requests to have a modification made to "Option F" that if one operation day a week was not adequate, IMD would increase operations to 2 days per week. It is noted that Ricky Ross, IMD has agreed to the modification to "Option F" before it is presented to the Board of Supervisors. After lengthy discussion, Chairperson Sciborski motions to add the modification to "Option F" and present it to the Board of Supervisors, Second by Archbold. Passed by unanimous vote.

**5. CONSIDERATION OF THE SOLID WASTE RATE INCREASE REQUEST OF INTERMOUNTAIN DISPOSAL, INC.**

There is general discussion on the 6.256% increase requested by Intermountain Disposal. Ricky Ross, IMD, discusses a plan using the Producer Price Index (PPI) instead of the Plumas County-recommended Rural Refuse Index (RRI). Discussion is held on the original 10.22% rate increase that was later modified to 5.256% after IMD's accountant's considered the previously granted 9% rate increase in November, 2010. The 5.256% rate increase was modified to 6.256% when the Board of Supervisors agreed to the Public Works Department's

request for a 1% increase in the Operations (formerly Administrative) fee charged by the County. Ricky Ross ends the discussion with his request of a 6.256% rate increase. Motion is made by Rick Archbold and seconded by Bill Turner with unanimous votes of acceptance to recommend the 6.256% rate increase to the Board of Supervisors.

**6. CONTINUATION OF DISCUSSIONS, PREVIOUSLY INITIATED BY FRD, ON POSSIBLE REVISIONS TO THE OPERATIONS AT THE LA PORTE TRANSFER STATION**

Mike Clements, FRD, makes his statement in regards to entering into a contract with Yuba-Sutter Disposal to provide trash service to the residents and businesses located in the town of LaPorte. FRD has been paying Yuba-Sutter for this service for many years. There is discussion on closing the Transfer Site in LaPorte. The site is only open one day per week with total closure during the winter months. There is a Transfer Station in Brownsville that is easily accessible. Mr. Clements is notified that such a change would be conditioned upon the Public Works Department's receipt of a contract from Yuba-Sutter Disposal and a letter from Yuba County agreeing to allow Plumas County residents to use their transfer station and provide Plumas County with an estimated tonnage figure each year. Motion is made by Bill Turner, seconded by Robbin Anderson with unanimous votes of acceptance to recommend to the Board of Supervisors to allow FRD to enter into a contract with Yuba-Sutter Disposal for trash collection service in LaPorte and close the Transfer Station.

**7. CONSIDERATION OF MAY 17, 2011 LETTER FROM INTERMOUNTAIN DISPOSAL, INC., PERTAINING TO "MANDATORY COMMERCIAL COLLECTION AND SELF-HAULING OF MATERIAL OUT-OF-COUNTY"**

Ricky Ross, IMD, expresses his frustration with the lack of enforcement of the County Code in regards to commercial businesses and mandatory commercial refuse collection. There is discussion on which department is responsible for enforcement of the County Code. Environmental Health requires specific complaint forms be submitted in order for them to notify the Code Compliance Officer of the deficiency. There is general discussion on compliance to the code and options that may be explored to enforce compliance. Robbin Anderson makes a motion, seconded by Bill Turner with unanimous votes of acceptance to recommend to the Board of Supervisors that mandatory commercial trash collection service be enforced. The Task Force Board also directs staff to prepare a recommendation regarding enforcement strategies, to be presented to them at the next Task Force meeting.

**8. DISCUSSION AND CONSIDERATION TO THE NEW DRAFT SOLID WASTE CONTRACTS**

Mike Clements distributes a handout of 15 items that are issues that FRD & IMD have with the proposed contract. There is general discussion regarding the contract. Robbin Anderson states that it is not up to the Task Force to comment or make a recommendation on the contract until it is finalized between Public Works and the Franchisees.

**8. OTHER BUSINESS**

There is no other business to be discussed.

**9. CONFIRMATION THAT NEXT MEETING DATE IS JUNE 23, 2011**

There is a tentative meeting date set for Thursday, June 23, 2011 at 9:00 am in the Conference Room at the Public Works Department.

**10. ADJOURNMENT**

The meeting of the Solid Waste task Force is adjourned at 10:43 am.

**DRAFT**

## Bob Perreault

---

**From:** Clements, A Michael [AClemen1@wm.com]  
**Sent:** Friday, June 03, 2011 8:47 AM  
**To:** 'bobperreault@countyofplumas.com'; johnkolb@countyofplumas.com  
**Cc:** 'Jon Kennedy'; Martinelli, Greg; Swisher, Sandy  
**Subject:** Free Bulk Waste Day Info  
**Attachments:** 2011 Bulky Waste Days.doc

Bob/John,

Here is the info on the FREE bulk waste day! We need to set down and discuss, as the information needs to go out to the Residential customers on the invoice by June 13 for the 3<sup>rd</sup> Qt. billing. In addition, the estimated cost per event will be around \$20,000. FRD will give a detailed cost after the event. Please respond with a discussion time so we can proceed with this event for the customers of Plumas County. Other advertising will be with outbound call to call Residential customers and in the local papers for 2 weeks and fliers handed out at the transfer sites. I await our discuss next week, thanks.

---

**Waste Management recycles enough paper every year to save 41 million trees. Please recycle any printed emails.**



# Bulky Waste Days 2011



## Tentative dates scheduled:

July 24, 2011

October 23, 2011

## Who:

Waste Management Customers Only

Please bring your Current Waste Management Invoice in order to participate in this event

One pick-up Load per Waste Management Customer only

## What:

### Acceptable Household Appliances: Can only be taken to The Greenville Transfer Site

Refrigerators (need to bring proof that Freon was taken out by a Licensed Technician)

Hot Water Heaters

Stoves/Dishwashers

Washers/Dryers

### Acceptable Bulky Waste: Taken to the Quincy and Chester Transfer Sites

Note: Greenville Transfer Site will Have (2) 30yard bins available when full they will no longer accept any more bulky items

Sofas

Chairs

Mattresses

Box Springs

## Where:

### **Chester Transfer Site**

Bulky Items will be accepted

All appliances need to go to the Greenville Transfer Site

### **Quincy Transfer Site**

Bulky Items will be accepted

All appliances need to go to the Greenville Transfer Site

### **Greenville Transfer Site**

Bulky Items will be accepted here until the (2) 30-Yard bins are full. Once they are full, no more will be accepted.

Greenville customers can take items to either The Chester or Quincy Transfer Site

Appliances will be accepted here



## Bob Perreault

---

**From:** Bob Perreault [bobperreault@countyofplumas.com]  
**Sent:** Monday, May 23, 2011 5:04 PM  
**To:** 'GMartinelli@wm.com'  
**Cc:** 'gmlacc@frontiernet.net'; 'robbinanderson@gmail.com'; 'scibo@digitalpath.net'; 'j.murphy@ci.portola.ca.us'; 'wdturner@frontiernet.net'; 'l.tigan@ci.portola.ca.us'; 'lorisimp@inreach.com'; 'meacher.robert@gmail.com'; 'sthrall@digitalpath.net'; 'terrellswofford@sbcglobal.net'; 'district5supervisor@hotmail.com'; 'jackingstad@countyofplumas.com'; 'pcbs@countyofplumas.com'; 'candycaskie@countyofplumas.com'; 'csettlemire@countyofplumas.com'; 'jackingstad@hotmail.com'; 'John Kolb'; 'phyllistaddei@countyofplumas.com'; 'jerryblinn@countyofplumas.com'; 'Jerry Sipe'; 'Jim Perez'; 'Clements, A Michael'; 'Swisher, Sandy'; 'rickyross@intermountaindisposal.com'; 'candiceross@intermountaindisposal.com'  
**Subject:** RE: Draft Replacement Solid Waste Franchise Contract, dated May 6, 2011 and May 18, 2011

Hi Greg,

I, too, am unable to attend the special meeting of the Task Force meeting on May 26<sup>th</sup>, but John Kolb will be present, and there will be an agenda item wherein the Task Force can begin its critique of the draft franchise contract, including the comments in this string of e-mails.

Here are my comments on the draft contract:

The draft contract is not “extreme.” The draft contract, except for a few instances, is an effort to reflect today’s solid waste program in Plumas County. To merely count pages is not a compelling parameter because the State requirements and regulations are far more comprehensive today as compared to when the existing contract was first signed. More to the point, the provisions of the existing contract do not serve the parties well, as evidenced by the lengthy “recycling debate” we experienced when FRD closed its Crescent Street recycling facility and the ongoing concerns expressed by IMD in regard to enforcement by the County. In any event, if you do not count the tables of contents and the definitions, the number of remaining pages amount to only 62 pages. And whether the final contract is 16 pages or 62 pages, somehow I suspect that the pages most important to the attorneys will not be abbreviated.

At the beginning of the drafting process, Public Works did request of both franchise contractors to submit a template contract, if one was pertinent and available, as a starting point for drafting by Public Works. Only FRD responded, but it was a contract for a small community located in Nevada and it was not available in digital format nor was it adapted to the State of California or the Plumas County Code. Its provisions were not deemed to be suitable for our purposes.

You also infer in your e-mail that there will be significant oversight and over-regulation by my Department, but that is not the case as the contract reflects the same oversight that is expected of the Department staff today. (I will agree that additional State laws and regulations adopted in recent years have created the need for increased oversight since the original contract was signed, but that already exists and is not a result of any new contract.) In any event, as I requested in my May 10, 2011 Cover Memo, all suggestions are welcome. However, my cover Memo also respectfully requested that proposed revisions be specifically identified by paragraph and section numbers, using new text or strikethrough text.

The following is extracted from Public Works Cover Memo, dated May 10, 2011, requesting commentary on the following topics:

"In preparing this first draft, the staff of Public Works attempted, for the most part, to reflect the current Plumas County Solid Waste Program as much as possible. However, during the course of preparing this first draft, Public Works staff identified several issues that warrant additional discussion before the replacement contracts are finalized. Following is a listing of such issues (in no particular order of importance):

1. Facility Rent. At this time, the County allows use of its transfer station properties and structures at no cost. Staff suggests that there be a monthly rent paid by the Franchise Contractor, which would be treated in the contract as a "pass-through" cost to the Contractor. Besides paying for maintenance and repair, facility rent will allow the accumulation of a capital improvement fund for the county-owned solid waste facilities. There is presently no financial mechanism to guarantee funds for these needs, which are beginning to become evident.
2. Special Collection Events. Better define the number of special events: HHW, Tires, e-waste, bulky waste, etc. Staff proposes that each Contractor annually conduct one (1) HHW event, one (1) bulky waste event and one (1) e-waste event. Staff also proposes one (1) County-sponsored tire amnesty event per year, alternating between franchise areas.
3. Bonds. Presently, there is no requirement for either a performance or guaranty bond for our franchise contractors. Such a clause seems to be common in franchise agreements for the larger population areas, and has been included in the draft contract, but needs to be further explored.
4. Education. Education is an important element of the State solid waste program requirements. While this is recognized in the franchise contract as such, the task must also fit the rural environs of Plumas County and its residents. Staff will schedule this issue be reviewed and discussed at a future Solid Waste Task Force meeting to allow Task Force input into a more formal, future public education program that has been performed to date.
5. Enforcement. Enforcement of solid waste policies found in the County Code continues to be a weak link in the program. Some verbiage has been added to this contract in that area, but more discussion needs to take place to firm up both county policy and contract language. As proposed, Public Works and Environmental Health have added some clarification to the enforcement section, but there is a new to further discuss the topic with the Code Enforcement Official.
6. Billing. Discussion is needed to determine whether automated billing and payment through the Contractors' websites is feasible, practical or an undue burden at this time.
7. Pre-Paid Bags (or Pre-Paid Tags). A proposal has been discussed to require the Franchise Contractors to make pre-paid waste bags or waste tags available to customers. This would alleviate the situation that finds part-time residents of Plumas County with no place to drop off waste generated at their residences, and who don't want to place their waste in containers because they wouldn't be present to retrieve their containers after they had been unloaded. Un-manned, locked bins might also be considered for this program, with users issued keys.
8. Contractor's Compensation. Considerable negotiation is expected before this issue is finalized, including, but not limited to, sub-items such as targeted rate of return, what constitutes "pass-through" costs, year-end reconciliation and creation of a Refuse Rate Index (RRI)."

Comments from both franchise contractors (preferably written) – as well as corresponding estimated costs associated with each of the above eight (8) issues – will enable focused discussions to occur at the Task Force meeting(s) and the meeting(s) of the Board of Supervisors.

In closing, I would also like to highlight a few of the comments made by different Supervisors during the May 17<sup>th</sup> meeting, thus:

With a goal of making substantial progress during the next few weeks, please recall the tone of the comments from the Board of Supervisors toward the end of the solid waste agenda items, conducted on May 17, 2011. Examples that I recall included:

Supervisor Thrall noted that there are counterproductive deficiencies in the present recycling program, in regard to diversion, and at the same time the rate of return in one of our franchise area exceeds the 10% goal – such conditions foster the need to consider a rate reduction. Supervisor Kennedy noted that more emphasis needs to be placed on improvements to the countywide recycling, at the same time, maintaining quality garbage pickup at a reasonable cost. And, Supervisor Meacher asserted that countywide specialty waste events need to be enhanced.

In response to such comments, and other comments, one possible option identified by you, Greg, was a stated desire to implement a countywide curbside recycling element of the County's solid waste program.

Both franchise contractors are encouraged to identify their suggestions, including estimated costs, for consideration by both the Task Force and the Board of Supervisors, as all parties proceed toward agreement on the final replacement franchise contracts.

As stated above, comments on the draft replacement franchise contracts, will be received by the Task Force during their special meeting scheduled for May 26<sup>th</sup>. Also, comments submitted to Public Works no later than Monday morning, June 13<sup>th</sup>, will be included in the background material distributed to the Board of Supervisors in regard to the Solid Waste Contract Workshop, scheduled as part of the Board of Supervisors meeting for June 21, 2011.

Bob Perreault  
Director of Public Works  
Plumas County

---

**From:** Martinelli, Greg [mailto:GMartinelli@wm.com]

**Sent:** Thursday, May 19, 2011 4:24 PM

**To:** bobperreault@countyofplumas.com; Clements, A Michael; Swisher, Sandy; rickyross@intermountaindisposal.com; candiceross@intermountaindisposal.com

**Cc:** scibo@psln.com; gmlacc@frontiernet.net; robbinanderson@gmail.com; scibo@digitalpath.net; j.murphy@ci.portola.ca.us; wdturner@frontiernet.net; l.tigan@ci.portola.ca.us; lorisimp@inreach.com; meacher.robert@gmail.com; sthrall@digitalpath.net; terrellswofford@sbcglobal.net; district5supervisor@hotmail.com; jackingstad@countyofplumas.com; pcbs@countyofplumas.com; candycaskie@countyofplumas.com; csettle mire@countyofplumas.com; jackingstad@hotmail.com; 'John Kolb'; phyllistaddei@countyofplumas.com; jerryblinn@countyofplumas.com; 'Jerry Sipe'; 'Jim Perez'

**Subject:** RE:

Bob: Thank you very much for the electronic copy.

I am unable to attend the meeting on May 26<sup>th</sup>, but would ask that you consider this comment.

While I have the utmost respect for the amount of time and effort that you and John put into this document, I view this as an extreme to draft a new agreement. We're going from a 16 page current contract, that I certainly agree was not sufficient; but this current draft is already over 100 pages and the lawyers have not even seen it. My quick read of the agreement indicates significant oversight on the part of your department should we agree to everything you've suggested. Whenever there is over regulation there is a corresponding increased cost to the consumer. Waste

Management will work diligently with you to craft a new agreement, but consideration should be given to simplifying a new agreement instead of making it more cumbersome on everyone involved.

Greg Martinelli  
Waste Management of Nevada  
100 Vassar Street  
Reno, Nevada 89502  
775.326.2322  
775.848.2330 (Cell)  
775.329.4662 (Fax)

---

**From:** Bob Perreault [mailto:bobperreault@countyofplumas.com]

**Sent:** Wednesday, May 18, 2011 9:29 PM

**To:** Martinelli, Greg; Clements, A Michael; Swisher, Sandy; rickyross@intermountaindisposal.com; candiceross@intermountaindisposal.com

**Cc:** scibo@psln.com; gmlacc@frontiernet.net; robbinanderson@gmail.com; scibo@digitalpath.net; j.murphy@ci.portola.ca.us; wdturner@frontiernet.net; l.tigan@ci.portola.ca.us; lorisimp@inreach.com; meacher.robert@gmail.com; sthrall@digitalpath.net; terrellswofford@sbcglobal.net; district5supervisor@hotmail.com; jackingstad@countyofplumas.com; pcbs@countyofplumas.com; candycaskie@countyofplumas.com; csettlemire@countyofplumas.com; jackingstad@hotmail.com; 'John Kolb'; phyllistaddei@countyofplumas.com; jerryblinn@countyofplumas.com; 'Jerry Sipe'; 'Jim Perez'

**Subject:**

**TO: Feather River Disposal and InterMountain Disposal**

Attached is a digital copy of the draft solid waste franchise contract, dated May 18, 2011. There has been no change to any text since publication of the hardcopy draft contract, dated May 6, 2011, except that the digital copy has all pages numbered in single digit chronological order. (The May 6<sup>th</sup> version was created as separate files for each article and the chapter numbering system could not be carried over into the single digital file version. Accordingly, ignore the numbering in the table of contents pages. At the end of the review and approval process, Public Works will restore the chapter numbering system.)

Please submit your suggested revisions, deletions and additions using either the Word "tracking" feature or use the strikethrough feature with yellow highlighted text. Use red text for commentary.

The agenda for the special meeting of the Plumas County Integrated Waste Management Task Force on Thursday, May 26, 2011 will contain an item to enable the Task Force to review and comment on the draft comment. If you submit any specific comments to either John Kolb or me before noon on Wednesday, May 25<sup>th</sup>, they will be forwarded to the Task Force members via e-mail.

As you know, the Board of Supervisors have scheduled a workshop session to be conducted with the franchise contractors as part of their Board of Supervisors Meeting, scheduled for Tuesday, June 21, 2011.

It is respectfully requested that any initial suggestions that you wish to propose to the Board of Supervisors be submitted to Public Works no later than 10:00 AM on Monday, June 13, 2011 as the deadline for Public Works to submit agenda requests for the June 21<sup>st</sup> meeting is noon on Monday, June 13<sup>th</sup>.

Thanks,

Bob Perreault  
Director of Public Works  
Plumas County

# FEATHER RIVER DISPOSAL

## Plumas County Recycling Proposal

### Revenue

Recycling Revenue from Quincy and Chester District (\$2 per month per customer)  
I/C Revenue from WM

Revenue Reduction  
Franchise fees @ 5%  
Subcontractor Transportation Cost  
Disposal cost to InterMountain Disposal @ 40 per ton  
Disposal cost to Third Party @ 40 per ton  
Hauling cost to InterMountain Disposal @ 99.39 driver hours, servicing South Plumas for scenario 3  
Hauling cost to Third Party @ 99.39 driver hours, servicing North Plumas  
Reduction on Subcontractor's transportation cost due to reduction in garbage volume (2200 tons X 12.25 3rd party cost/ ton)  
Reduction on IC landfill cost due to conversion of garbage to recyclables (2200 tons X 16.88 landfill disp cost /ton)  
Total revenue reduction

### Net Revenue

### Expenses

Wage Hourly scenarios 1,4 and 5 (1 MRF Operator and 1 Recycling Driver) scenarios 2 and 3 (1.5 Driver)  
Insurance and Employee benefits  
Labor Cost

Equipment Cost  
64 gallon containers - Depreciation Expense  
Baler (Redeploy WM asset)  
Skip Loader Depreciation Expense (Redeploy WM asset)  
Maintenance cost for baler @ \$9 per hour @ 160 hours per month  
Maintenance cost for Loader @ \$9 per hour @ 160 hours per month  
Maintenance cost for 2 sideloaders @ \$10.25 each per hour (scenarios 1,4,5) \$13 (Scenarios 2,3)(Redeploy WM asset)  
2 Real Sideloaders Depreciation expense  
Fuel cost Loader (assumed cost based on existing operation)  
Fuel cost Sideloaders (assumed cost based on existing operation)  
Total Equipment Cost

Operating Support Cost  
Building Rent  
Utilities (electric and phone)  
License, Fees and Permit  
Bale Wires (assumed cost based on existing operation)  
Total Operating Support Cost

### Total Operating Expense

### Net Income/(Loss)

### Cost to Customers per month (Plumas customers within plumas county)

Quincy customer 2440  
Chester Customers 424  
3463

### SCENARIOS

- 1) Recycling commodity to be brought to WM (Plumas county only)
- 2) Recycling commodity to be brought to InterMountain Disposal (3rd party)
- 3) Recycling commodity to be split between third party for North Plumas County and InterMountain Disposal for South Plumas County
- 4) Recycling commodity to be brought to WM adding Quincy and Chester District customers
- 5) Recycling commodity to be brought to WM adding Quincy and Chester with no IC revenue

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5
Revenue					
Recycling Revenue from Quincy and Chester District (\$2 per month per customer)	56,122			24,552	24,552
I/C Revenue from WM				56,122	
Revenue Reduction				80,674	24,552
Franchise fees @ 5%	19,208	15,577	15,577	18,305	18,305
Subcontractor Transportation Cost	226,560			226,560	226,560
Disposal cost to InterMountain Disposal @ 40 per ton		88,000	44,000		
Disposal cost to Third Party @ 40 per ton			44,000		
Hauling cost to InterMountain Disposal @ 99.39 driver hours, servicing South Plumas for scenario 3		83,685	17,890		
Hauling cost to Third Party @ 99.39 driver hours, servicing North Plumas			35,979		
Reduction on Subcontractor's transportation cost due to reduction in garbage volume (2200 tons X 12.25 3rd party cost/ ton)	(26,950)	(26,950)	(26,950)	(26,950)	(26,950)
Reduction on IC landfill cost due to conversion of garbage to recyclables (2200 tons X 16.88 landfill disp cost /ton)	(37,136)	(37,136)	(37,136)	(37,136)	(37,136)
Total revenue reduction	181,682	123,176	93,359	180,779	180,779
Net Revenue	(125,560)	(123,176)	(93,359)	(100,105)	(156,227)
Expenses					
Wage Hourly scenarios 1,4 and 5 (1 MRF Operator and 1 Recycling Driver) scenarios 2 and 3 (1.5 Driver)	68,016	55,224	55,224	68,016	68,016
Insurance and Employee benefits	23,806	19,328	19,328	23,806	23,806
Labor Cost	91,822	74,552	74,552	91,822	91,822
Equipment Cost					
64 gallon containers - Depreciation Expense	15,650	15,650	15,650	22,212	22,212
Baler (Redeploy WM asset)	-	-	-	-	-
Skip Loader Depreciation Expense (Redeploy WM asset)	9,600	-	-	9,600	9,600
Maintenance cost for baler @ \$9 per hour @ 160 hours per month	17,280	-	-	17,280	17,280
Maintenance cost for Loader @ \$9 per hour @ 160 hours per month	17,280	-	-	17,280	17,280
Maintenance cost for 2 sideloaders @ \$10.25 each per hour (scenarios 1,4,5) \$13 (Scenarios 2,3)(Redeploy WM asset)	39,360	49,920	49,920	39,360	39,360
2 Real Sideloaders Depreciation expense	40,967	40,967	40,967	40,967	40,967
Fuel cost Loader (assumed cost based on existing operation)	1,953	-	-	1,953	1,953
Fuel cost Sideloaders (assumed cost based on existing operation)	8,280	12,420	16,560	8,280	8,280
Total Equipment Cost	150,370	118,957	123,097	156,931	156,931
Operating Support Cost					
Building Rent	24,000	-	-	24,000	24,000
Utilities (electric and phone)	6,000	-	-	6,000	6,000
License, Fees and Permit	-	-	-	-	-
Bale Wires (assumed cost based on existing operation)	5,645	-	-	5,645	5,645
Total Operating Support Cost	35,645	-	-	35,645	35,645
Total Operating Expense	277,837	193,509	197,649	284,398	284,398
Net Income/(Loss)	(403,397)	(316,685)	(291,009)	(384,504)	(440,626)
Cost to Customers per month (Plumas customers within plumas county)					
Quincy customer	2440	10.82	9.94	9.25	10.60
Chester Customers	424				
3463	599				