

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING AGENDA

2016-06-07

Chairman

Supervisor Karl Fisher - District 3

Vice-Chairman

Supervisor John Fenley - District 5

Supervisor Keith Groves - District 1

Supervisor Judy Morris - District 2

Supervisor Bill Burton - District 4

VACANT - County Administrative Officer

Margaret E. Long - County Counsel/Clerk of the Board

Naomi Merwin - Deputy Clerk of the Board

Note: *This agenda contains a brief general description of each item to be considered. Supporting documentation is available in the public packet at the Board meeting or at the Office of the Clerk of the Board, located at 11 Court Street, Room 230, Weaverville, California.*

9:00 AM

CALL MEETING TO ORDER IN OPEN SESSION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

This time is for information from the public. Comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. No action or discussion will be conducted on matters presented at this time. When addressing the Board, please state your name for the record prior to providing your comments. Address the Board as whole through the Chair.

Presentations

Board of Supervisors

- 1.01** Adopt a proclamation recognizing Becky Helsley for 25 years of service in providing early education to the children in Trinity County.

Fiscal Impact: No fiscal impact.

Transportation

- 1.02** Adopt a proclamation of appreciation recognizing Orrin Lee, Regional Engineer for the Federal Highway Administration - Central Federal Lands Highway Division, upon his retirement.

Fiscal Impact: No fiscal impact.

Consent

All matters listed under the Consent Agenda are considered routine by the Board and will be enacted by one roll call vote. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately. If any member of the public desires to comment on an item on the Consent Agenda, you may appear and request the item be removed and considered separately.

Auditor/Controller

- 2.01** Adopt a resolution which removes from the Working Capital Copier Department's Capital Asset Inventory listing:

Asset ID 13104, a Canon IR 600 copier;

Asset ID 13247, a Canon IR 7095 copier; and

Asset ID 13240, a Canon IR 5020 copier.

Fiscal Impact: No impact to the General Fund.

- 2.02** Approve a budget adjustment in the General Fund Department (Dept. 1000) increasing revenues by \$472; approve a budget adjustment in the Contributions to Other Funds Department (Dept. 1990) increasing Transfers Out by \$472; and approve a budget adjustment in the Hospital (Dept. 9100) increasing Transfers In by \$472 and decreasing revenues by \$472.

Fiscal Impact: Increase in the General Fund appropriation of \$472.

- 2.03** Approve a budget adjustment in the Public Defender Department (Dept. 2170) transferring \$3,649 of appropriations within Services & Supplies.

Fiscal Impact: No impact to the General Fund.

- 2.04** Approve a budget adjustment in the Supp Law Enforcement Realignment Department (Dept. 8560) increasing Revenue and Transfers Out by \$40,000; approve a budget adjustment in the Sheriff's Department (Dept. 2200) increasing Transfers In by \$37,933; and approve a budget adjustment in the Jail Department (Dept. 2300) increasing Transfers In by \$2,067.

Fiscal Impact: No impact to the General Fund

- 2.05** Approve a revised agreement with Rodney Craig Goodman, Jr., CPA updating insurance requirements to perform budget development services for the 2016-17 annual County budget.

Fiscal Impact: \$40,000 from the General Fund in Auditor's budget.

- 2.06** Approve amendment number 1 to the agreement with Ray Morgan Company to add four copiers to the maintenance contract and remove and recycle four copiers no longer under maintenance.

Auditor/Controller

Fiscal Impact: No impact to the General Fund.

- 2.07** Approve amendment number 4 to the agreement with Rodney Craig Goodman, Jr., CPA increasing the maximum cost by \$80,000 and extending the term to June 30, 2017 to assist the Auditor's office with the annual financial audit.

Fiscal Impact: \$80,000 from the General Fund.

- 2.08** Approve the purchase of four copiers for Copier Trust to be assigned to the Sheriff's, General Services, and Health & Human Services Departments and approve a budget adjustment in the Working Capital Copier Trust Department (Dept. 8802) increasing Fixed Assets by \$20,748 and decreasing Services & Supplies by \$11,000.

Fiscal Impact: No impact to the General Fund; current cash balance in the Working Capital Copier Fund is \$90,597.

Behavioral Health Services

- 2.09** Approve amendment number 1 to the Memorandum of Understanding with Trinity County Probation Department increasing the transfer to Probation by \$3,326.

Fiscal Impact: \$92,326 from the PEI element of the MHSA Plan.

- 2.10** Approve an agreement with Cascade Circle, Inc., to provide a post-conviction DUI program and provide rental space for the program at 1450 Main Street, Weaverville, CA.

Fiscal Impact: Revenue not to exceed \$10,000.

- 2.11** Approve an agreement with Gary Ernst to provide fiscal training and consultation.

Fiscal Impact: \$25,000 from the BHS budget.

- 2.12** Approve an agreement with Outlook Associates, LLC., to provide project coordination and support.

Fiscal Impact: \$40,000 from Mental Health Services Act (MHSA) funds.

Board of Supervisors

- 2.13** Adopt a proclamation recognizing May 2016 as Older Americans Month.

Fiscal Impact: No fiscal impact.

- 2.14** Authorize the Chairman to sign a letter to Assembly Member Evan Low in opposition of AB2395 - An act to add Section 711 to the Public Utilities Code, relating to telecommunications.

Fiscal Impact: No fiscal impact.

- 2.15** Authorize the chairman to sign a letter to Maria Cantwell, Ranking Member of the Committee on Energy and Natural Resources, in support of H.R. 167 the Wildfire Disaster Funding Act regarding fire transfers.

Board of Supervisors

Fiscal Impact: No fiscal impact.

Building & Development Services

- 2.16** Adopt a resolution authorizing the Local Enforcement Agency to Submit applications for CalRecycle grants.

Fiscal Impact: Revenue in the amount of approximately \$16,700.

- 2.17** Reappoint Jero Salva as the Solid Waste Expert and appoint Samuel Frink as the member-at-large to the Solid Waste Hearing Panel to serve four-year terms, effective June 19, 2016.

Fiscal Impact: No fiscal impact.

Clerk of the Board

- 2.18** Adopt a resolution confirming the continuance of a Local Emergency due to drought conditions.

Fiscal Impact: No fiscal impact.

- 2.19** Approve special meeting minutes of May 13, 2016 and regular meeting minutes of May 17, 2016 as submitted by the Clerk.

Fiscal Impact: No fiscal impact.

- 2.20** Authorize the Chairman to sign a letter to the California Department of Transportation in support of the Trinity County Fair's application for an encroachment permit for the Annual Trinity County Fair Parade on August 14, 2016 in Hayfork, CA.

Fiscal Impact: No fiscal impact.

- 2.21** Find no objection to the issuance of a daily alcoholic beverage license to the Weaverville Lions Club to serve alcohol during the annual Fourth of July activities in the softball field area of Lowden Park, Weaverville, CA on June 30-July 4, 2016.

Fiscal Impact: No fiscal impact.

- 2.22** Pursuant to County Policy number 3-93 find no objection to the issuance of a Catering Authorization to CG Foods for Diamond W Productions to serve alcohol during the annual Fourth of July activities in the arena area of Lowden Park in Weaverville, CA on July 1-3, 2016.

Fiscal Impact: No fiscal impact.

- 2.23** Ratify the Chairman's signature on a proclamation recognizing Scott Alvord for his service as Weaverville Fire Chief.

Fiscal Impact: No fiscal impact.

County Administrative Officer

- 2.24** Modify the action taken by the Board on April 19, 2016 and change the Step of the Accounting Technician II in the County Administrative Office from step D to step E, effective May 1, 2016.

Fiscal Impact: Approximate cost in salary and benefits per month for an Accounting Technician II at D step is \$5,494 and at E step is \$5,733.

County Counsel

- 2.25** Approve an agreement with Humboldt County to provide Agricultural Commissioner/Sealer of Weights and Measures services.

Fiscal Impact: \$3,400 per month from the General Fund.

District Attorney

- 2.26** Adopt a resolution authorizing the District Attorney's Office Business Manager to submit an application to receive funding for the Trinity County Victim Witness Assistance Program to the California Office of Emergency Services and authorizing the District Attorney's Office Business Manager to sign the Grant Award Agreement, including any extensions or amendments thereof.

Fiscal Impact: No impact the the General Fund; all grant expenditures will be reimbursed by the California Office of Emergency Services.

- 2.27** Approve the purchase of one (1) new vehicle for the District Attorney's Office and approve a budget adjustment in the District Attorney's Asset Seizure Fund Department (Dept. 8588) increasing Revenue by \$31,010, County Audit by \$10 and Fixed Assets by \$31,000.

Fiscal Impact: No impact to the General Fund; current cash balance in the DA's Asset Seizure Fund is \$101,581.

- 2.28** Authorize the Chairman to sign the FY 16/17 Victim Witness Assistance Program Grant VOCA Certificate of Assurance of Compliance form.

Fiscal Impact: No fiscal impact.

General Services

- 2.29** Approve an agreement with Jane Davidson for as needed Spanish interpreting and or translation services.

Fiscal Impact: Up to \$3,000 per fiscal year from the department requesting services.

- 2.30** Approve an agreement with Mike's Heating and Air for as needed HVAC services in Trinity County.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.31** Approve an agreement with Mike's Heating and Air for as needed low pressure steam boilers and condensing chillers services in Trinity County.

General Services

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.32** Approve an agreement with Oakley's Pest Control for as needed pest control services on Trinity County buildings.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.33** Approve an agreement with Roger Smith Plumbing for as needed plumbing services in Trinity County.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.34** Approve an agreement with Shane Brookins Earthmoving to provide as needed heavy equipment services in Trinity County.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.35** Approve an agreement with Tony's Refrigeration for as needed refrigeration services in Trinity County.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

- 2.36** Approve an agreement with Trinity Heating and Air for as needed HVAC services in Trinity County.

Fiscal Impact: Up to \$15,000 per fiscal year from the department requesting services.

Grants

- 2.37** Approve an agreement with Community Development on Call to provide services in preparing 2016 Community Development Block Grants.

Fiscal Impact: \$5,000 to the General Fund; reimbursable by CDBG if grant is approved.

Health & Human Services

- 2.38** Appoint Letty Garza, Health and Human Services Director, to the Partnership HealthPlan of California (PHC) Commission to serve a 4-year term beginning June 1, 2016.

Fiscal Impact: No fiscal impact.

- 2.39** Approve a budget adjustment in the Public Guardian Department (Dept. 5100) transferring appropriations within Services & Supplies of \$4,785.

Fiscal Impact: No impact to the General Fund.

- 2.40** Approve a Memorandum of Understanding between the Health & Human Services Department (HHS) and the Information Technology Department (IT) for HHS to fund one full-time Information Systems Specialist II to provide dedicated support to HHS.

Fiscal Impact: Approximate cost in salary and benefits for an Information Systems Specialist II at A step is \$5,540.

Health & Human Services

- 2.41** Approve amendment number 1 to the agreement with Christina Tissot, MFT, increasing the maximum cost to \$15,000 per year and extending the term to June 30, 2019 to provide mental health services.
Fiscal Impact: No impact to the General Fund; \$15,000 included in HHS budget.
- 2.42** Approve amendment number 1 to the agreement with SMART Business Resource Center increasing the maximum cost by \$35,000 per year and extending the term to June 30, 2019 to provide job search and job readiness services.
Fiscal Impact: No impact to the General Fund; \$35,000 included in HHS budget.
- 2.43** Approve an agreement with the California Department of Health Care Services to ensure the privacy and security of Medi-Cal Personally Identifiable Information.
Fiscal Impact: No impact to the General Fund.
- 2.44** Award to RUSH Personnel Services Inc. the contract for Employer of Record services for the Trinity County Subsidized Employment and Temporary Employment Programs.
Fiscal Impact: No impact to the General Fund; cost is included in HHS budget.

Personnel

- 2.45** Approve amendment number 2 to the agreement with Koff and Associates, Inc. extending the term to October 31, 2016 to conduct a classification and compensation survey.
Fiscal Impact: No fiscal impact.
- 2.46** Approve the allocation of positions listing effective June 1, 2016.
Fiscal Impact: No fiscal impact.

Probation/Collections

- 2.47** Approve an agreement with Corrections Software Solutions, L.P. for maintenance and support of Probation's case management system.
Fiscal Impact: \$1,360/month for 36 months from the General Fund.

Sheriff

- 2.48** Approve a budget adjustment in the Justice Asset Seizure Department (Dept. 8587) increasing Services & Supplies and decreasing Fixed Assets by \$42,234.
Fiscal Impact: No impact to the General Fund.

Sheriff

- 2.49** Approve the 2016 Cooperative Law Enforcement Annual Operating Plan & Financial Plan (16-LE-11051360-029) with the USDA, Forest Service, Shasta-Trinity National Forest to receive funding to conduct operations to suppress manufacturing and trafficking of controlled substances on or affecting National Forest Systems Lands.
Fiscal Impact: Revenue up to \$25,000.
- 2.50** Approve the 2016 Cooperative Law Enforcement Annual Operating Plan & Financial Plan (16-LE-11051360-030) with the USDA, Forest Service, Six Rivers National Forest to receive funding to conduct operations to suppress manufacturing and trafficking of controlled substances on or affecting National Forest Systems Lands.
Fiscal Impact: Revenue up to \$15,000.
- 2.51** Approve the 2016 Cooperative Law Enforcement Annual Patrol Operations Plan & Financial Plan (16-LE-11051360-029) with the USDA, Forest Service, Shasta-Trinity National Forest to receive funding to conduct patrol activities in campgrounds within the Shasta-Trinity National Forest.
Fiscal Impact: Revenue up to \$13,000.
- 2.52** Approve the 2016 Cooperative Law Enforcement Annual Patrol Operations Plan & Financial Plan (16-LE-11051360-030) with the USDA, Forest Service, Six Rivers National Forest to receive funding to conduct patrol activities in campgrounds within the Six Rivers National Forest.
Fiscal Impact: Revenue up to \$10,000.

Solid Waste

- 2.53** Approve amendment number 1 to the agreement with JKH Door Service Company increasing the maximum cost by \$12,500 and changing the expiration terms to automatically renew annually for as needed labor, materials and preventative maintenance service on rolling steel doors.
Fiscal Impact: Up to \$20,000 per year to the Solid Waste Enterprise Fund.
- 2.54** Approve an agreement with Peterson Power Systems, Inc. to provide repair services for Solid Waste vehicle.
Fiscal Impact: Not to exceed \$12,500 from the Solid Waste Enterprise Fund.

Transportation

- 2.55** Adopt a resolution approving the Master Agreement Administering Agency-State Agreement for Federal-Aid Projects (02-5905F15) and authorizing the Director of Transportation to execute all Project Specific Program Supplements.
Fiscal Impact: No fiscal impact.
- 2.56** Adopt a resolution certifying Trinity County's 2015 Maintained Road System Mileage.

Transportation

Fiscal Impact: Approximately \$1,672,000 in revenue.

- 2.57** Adopt a resolution which removes from the Department of Transportation's Capital Asset Inventory Departmental Listing:

Asset ID 12564 , a 1990 International 5 yard Dump Truck (VIN 1HTSDZ7R5LH235590);

Asset ID 11014 , a 1994 Diamond Master Tiltbed Trailer (VIN 1D9FB3438RC231070);

Asset ID 12561, a 1985 International Flat Bed truck (VIN 1HTLAHEL3FHA44375);

Asset ID 03205, a 1972 CAT D8 Tractor (Serial 46A27120); and

Asset ID 13332, a VERUS Diagnostic Equipment (Serial EEMS323).

Fiscal Impact: Anticipated revenue in the amount of \$40,000 to the Road Fund.

- 2.58** Adopt the Ruth Airport Runway Overlay and Re-stripe Pavement Project Construction Plans and Specifications, authorize the Director of Transportation to make revisions as necessary and authorize the solicitation of bids for construction.

Fiscal Impact: No impact to the General Fund; \$432,000 to be paid from CAAP grant funds and \$48,000 to be paid from the Airport Development Program Budget.

- 2.59** Approve a Memorandum of Understanding to convey property currently held by Trinity County General Services (TCGS) to Trinity County Department of Transportation (DOT) Transit.

Fiscal Impact: \$211,200 increase to General Fund to be paid from DOT Transit Funds.

- 2.60** Authorize the Director of Transportation to purchase a diagnostic scanner and laptop for the mechanic shop.

Fiscal Impact: \$14,000 currently in DOT fixed asset budget.

- 2.61** Ratify the Chairman's signature on an agreement with the United States Forest Service (USFS) to make emergency repairs at the Minersville boat ramp.

Fiscal Impact: Total estimated project cost is \$92,730. \$28,750 from the General Fund; \$62,337 to be reimbursed from the USFS; and \$1,643 in-kind match from the USFS.

10:00 AM Public Hearings

Solid Waste

- 3.01** Conduct a public hearing to consider comments and take action regarding the number of units assessed to a given parcel for the annual Solid Waste Parcel Fee.

Fiscal Impact: Potential reduction of \$100 per equivalent unit to Solid Waste Enterprise Fund.

Reports/Announcements

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- 4.01 I. Report from Department Heads
 - a. Code Enforcement Update
- II. Report from County Administrative Officer
- III. Report from Members of the Board of Supervisors

Transportation Commission

RECESS AS THE BOARD OF SUPERVISORS AND CONVENE AS THE TRANSPORTATION COMMISSION

Transportation Commission

- 5.01 Approve the priorities established by the Trinity County Transportation Commission and authorize the Transportation Commission to submit the grant application to the Active Transportation Program.

Fiscal Impact: No fiscal impact.

ADJOURN AS THE TRANSPORTATION COMMISSION AND RECONVENE AS THE BOARD OF SUPERVISORS

County Matters

All contracts submitted to the board are subject to routing for approval as to form and content. County matters will not necessarily be heard in the order listed below. Any department head or member of the public desiring an item be considered out of order may go to the podium at this time and request the item be given priority.

Behavioral Health Services

- 6.01 Pursuant to Trinity County Code Section 2.60.410(2) authorize hiring an Administrative Services Officer at Range M193 Step E effective June 1, 2016.

Fiscal Impact: Approximate cost in salary and benefits per month for an Administrative Services Officer at A Step is \$5,734 and at E Step is \$6,777.

County Counsel

- 6.02 Introduce and waive the reading of an ordinance to amend County Code Section 2.34.050 changing the composition of the First 5 Commission.

Fiscal Impact: No fiscal impact.

Personnel

6.03 Adopt a resolution amending the County's agreement with CalPERS to include Pre-Retirement Option 2W Death Benefits for the miscellaneous employees and authorize the Chairman to sign the Certificate of Compliance with Government Code Section 7507.

Fiscal Impact: Increase in PERS employer contribution per employee in the amount of 0.083% of gross salaries.

Closed Session

7.01 Government Code Section 54954.5(e) - Public Employee Evaluation: County Counsel

ADJOURN