

**MEETING MINUTES**

**2013-07-23**

**Chairman**

**Supervisor Debra Chapman - District 4**

**Vice Chairman**

**Supervisor Judy Pflueger - District 1**

**Supervisor Judy Morris - District 2**

**Supervisor Karl Fisher - District 3**

**Supervisor John Fenley - District 5**

**Wendy Tyler - County Administrative Officer/Clerk of the Board**

**David A. Prentice - County Counsel**

**Suzie White - Administrative Coordinator**

---

**Meeting called to order in open session at 9:00 AM.**

**Pledge of Allegiance - Supervisor Fisher**

**Announcements - No Announcements**

## **Presentations AM**

### **Board of Supervisors**

**1.01** Adopted Resolution No. 2013-056 of appreciation recognizing Administrative Services Officer Renie Tenneson upon her retirement from Trinity County.

Received comments from Administrative Services Officer Renie Tenneson and Retired Director of Transportation Carl Bonomini.

**Motion:** Pflueger      **Second:** Morris      **Vote:** Morris, Pflueger, Fisher, Fenley, and Chapman - AYE

**1.02** Received a presentation from Zoe Chambers on Trinity County's Annual Relay for Life Event.

## **Consent**

### **Agriculture**

**2.01** Approved a budget adjustment in the Agriculture Department (Dept. 2490) increasing both revenues and expenditures by \$4,000.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

### **Auditor/Controller**

## **Auditor/Controller**

- 2.02** Approved a budget adjustment in the Weaverville Lighting District (Dept. 8202) increasing Services & Supplies by \$550.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Behavioral Health Services**

- 2.03** Approved a budget adjustment in the Alcohol & Other Drug Services Department (Dept. 4230) increasing both revenues and expenditures by \$8,908.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Building & Development Services**

- 2.04** Approved establishing a budget for FY 12/13 in the Local Enforcement Agency Department (Dept. 8598) appropriating \$16,262 in both revenues and expenditures.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Child Support Services**

- 2.05** Adopted Resolution No. 2013-057 which proclaims August 2013 as "Child Support Awareness" Month.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.06** Adopted Resolution No. 2013-058 which removes from the Child Support Services Office Capital Asset Inventory Departmental Listing:  
Asset ID 13235, HP Server Ultrium 448 (Serial No.USE8Z200GH).  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Clerk of the Board**

- 2.07** Approved regular meeting minutes of July 09, 2013, as submitted by the Clerk.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Clerk Recorder Assessor**

- 2.08** Approved a budget adjustment in the Social Security Number Truncation Department (Dept. 8521) increasing Transfers In by \$4,000; and approve a budgetd adjustment in the Clerk Recorder (Dept. 2500) increasing Transfers Out by \$4,000, increasing Services & Supplies by \$13,000 and increasing revenues by \$17,000.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.09** Approved an agreement with Data Information Management Systems, Inc to provide a voter registration system for the Elections department.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **County Administrative Officer**

- 2.10** Adopted Resolution No. 2013-059 which removes from the Copier Trust Capital Asset Inventory Departmental Listing:  
Asset ID 12789, Canon GP200E (Serial No. NKM896).  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **County Administrative Officer**

- 2.11** Approved a budget adjustment in the Cemetery Department (Dept. 9300) increasing both revenues and expenditures by \$4,437.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.12** Approved a budget adjustment in the Information Technology Department (Dept. 1940) increasing both revenues and expenditures by \$10,599.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.13** Authorized the recruitment and hiring of a half-time Transportation Aide/Custodian to fill a vacancy due to a recent resignation in Behavioral Health.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.14** Authorized the recruitment and hiring of a Mental Health Clinician I/II to fill a vacancy due to a recent resignation in Behavioral Health.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **District Attorney**

- 2.15** Approved a budget adjustment in the DA Asset Seizure Department (Dept. 8588) increasing Transfers Out by \$17,000 and Services & Supplies by \$1,250; and approved a budget adjustment in the District Attorney's Department (Dept. 2100) increasing Transfers In by \$17,000; Salaries & Benefits by \$23,312 and decreasing Services & Supplies by \$6,312.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Health & Human Services**

- 2.16** Approved a budget adjustment in the Categorical Aids Department (Dept. 5050) increasing both revenues and expenditures by \$94,910.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.17** Approved a budget adjustment in the Indigent Care Department (Dept. 5080) decreasing both revenues and expenditures by \$18,900.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.18** Approved a budget adjustment in the Public Guardian Department (Dept. 5100) increasing both revenues and expenditures by \$3,331.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.19** Approved a budget adjustment in the Welfare Department (Dept. 5000) decreasing both revenues and expenditures by \$291,823.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Sheriff**

- 2.20** Approved a budget adjustment in the Lake Patrol Department (Dept. 2210) decreasing Salaries & Benefits by \$32,733 and increasing Services & Supplies by \$32,733.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE
- 2.21** Approved a budget adjustment in the Sheriff's Department (Dept. 2200) decreasing Salaries & Benefits by \$10,000 and increasing Interfund Expense by \$10,000.  
**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **Transportation**

## Transportation

**2.22** Approved a budget adjustment in the Local Transportation Fund (Dept. 8461) increasing Transfers Out by \$25,468 and Transfers In by \$1,209; and approved a budget adjustment in the Transit Department (Dept. 3360) increasing Transfers In by \$25,468; revenues by \$23,809; Services & Supplies by \$81,168; Transfers Out by \$1,209 and decreasing Fixed Assets by \$33,100.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

**2.23** Approved a budget adjustment in the Non Transit Department (Dept. 3361) increasing both revenues and expenditures by \$43.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

**2.24** Approved amendment no. 3 to the agreement with Omni Means, LTD., to increase the compensation for additional services as County Surveyor.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

**2.25** Authorized the Director of Transportation to sign a Notice of Intent to comply with the Waiver of Waste Discharge Requirements and General Water Quality Certification for County Road Management and Activities Conducted under the Five Counties Salmonid Conservation Program.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## Treasurer/Tax Collector

**2.26** Approved a budget adjustment in the Treasurer-Tax Collector Department (Dept. 1350) decreasing Salaries & Benefits by \$8,500 and increasing Interfund Expense by \$8,500.

**Motion:** Pflueger      **Second:** Fisher      **Vote:** Fisher, Pflueger, Morris, Fenley, and Chapman - AYE

## **10:00 AM County Matters**

### County Administrative Officer

**3.01** Denied Mark Schaffer's request to have the Code Enforcement Appeal Fee of \$1,050 waived.

**Motion:** Fenley      **Second:** Fisher      **Carried**

## **Reports**

### Reports

**4.01** I. Received reports from Sheriff Bruce Haney and Clerk/Recorder/Assessor Deanna Bradford.

II. Received a report from County Administrative Officer Wendy Tyler.

III. Received reports from Members of the Board of Supervisors.

## **Closed Session**

### County Counsel

**5.01** Government Code section 54956.9(a) - Conference with Legal Counsel - Pending Litigation  
Number of cases: One  
Hollingsworth v. O'Connell (California Supreme Court Case number to be determined at this time)

No reportable action was taken.

Meeting reconvenes at 1:30 PM

PUBLIC COMMENT -

## Presentations PM

### Clerk of the Board

- 6.01** Received a Travel Analysis briefing from Shasta-Trinity National Forest District Ranger Donna Harmon.  
Received comments from Director of Transportation Rick Tippett.

## County Matters

### Board of Supervisors

- 7.01** Authorized the Chairman to sign a letter to Secretary Vilsak regarding recommendations of the Trinity County Collaborative Group with the additon of Congressman La Malfa being cc'd as well.

**Motion:** Fenley      **Second:** Morris      **Carried**

- 7.02** Directed County Counsel to work with Trinity County Resource Conservation District staff and Forest Service staff to draft and send a Freedom of Information Act (FOIA) request to Regional Foresters for Regions 5 and 6 if necessary.

Received comments from County Administrative Officer Wendy Tyler, Shasta-Trinity National Forest District Ranger Tina Lynsky, and Trinity County Resource Conservation District Manager Alex Cousins.

**Motion:** Morris      **Second:** Fenley      **Carried**

- 7.03** Ratified the Chairman's signature on a letter to the Shasta-Trinity National Forest Deputy Forest Supervisor Al Olson regarding the Staffor Fire Salvage and Restoration Project and an Emergency Status Declaration.

Received comments from Shasta-Trinity National Forest District Ranger Donna Harmon.

**Motion:** Morris      **Second:** Fisher      **Carried**

### County Administrative Officer

- 7.04** Established the position of Vocational Trainee in the Department of Health and Human Services at Range G118; directed said change be made to the salary schedule; and authorized the recruitment and hiring of a Vocational Trainee.

Received comments from County Administrative Officer Wendy Tyler and Deputy Director of Health and Human Services Letty Garza.

**Motion:** Morris      **Second:** Fisher      **Carried**

- 7.05** Pursuant to Trinity County Code section 2.60.410(2) approved moving Richard Duperly from an extra help part-time Transit Diver to a Permanent part-time Transit Driver at Range G 159 Step C in the Department of Transportation Transit Division.

Received comments from County Administrative Officer Wendy Tyler and Director of Transportation Rick Tippett.

## County Administrative Officer

**Motion:** Pflueger    **Second:** Fisher    **Carried**

- 7.06** Re-established the position of Principal Planner at Range M227 in the Department of Transportation, Planning Division; deleted the position of Senior Planner; directed said changes be made to the department allocation listing; and pursuant to Trinity County Code section 2.60.410(3)(b) reclassified Frank Lynch to a Principal Planner at Range M227 Step E effective August 1, 2013.

Received comments from County Administrative Officer Wendy Tyler and Director of Transportation Rick Tippett.

**Motion:** Pflueger    **Second:** Fenley    **Carried**

## County Counsel

- 7.07** Adopt Resolution No. 2013-060 which adopts a Governance Manual as Board bylaws to include a meeting schedule and adopts Rosenberg's Rules of Order.

Received comments from County Counsel David Prentice, County Administrative Officer Wendy Tyler, Debbie Lono, and Richard Seele.

**Motion:** Fenley    **Second:** Fisher    **Vote:** Fisher, Fenley, Morris, Pflueger, and Chapman - AYE

## Health & Human Services

- 7.08** Enacted Ordinance No. 1329 permitting Trinity County to join the Partnership HealthPlan of California Commission providing managed health care for Medi-Cal recipients. Introduced July 9, 2013.

Received comments from Deputy Director of Health and Human Services Letty Graza and County Administrative Officer Wendy Tyler.

**Motion:** Pflueger    **Second:** Morris    **Vote:** Morris, Pflueger, Fisher, Fenley, and Chapman - AYE

## Transportation

- 7.09** Awarded annual bid to Thomas R. Bess, Inc. for Asphalt Concrete & Premix Schedule II in an amount not to exceed \$82,811.25.

Received comments from Director of Transportation Rick Tippett.

**Motion:** Morris    **Second:** Fisher    **Carried**

## Addendum

### County Administrative Officer

- A** Approved a lease agreement with Hal Oleari for studio rent at Building One in Lowden Park (formerly known as Teen Center).

Received comments from County Administrative Officer Wendy Tyler.

**Motion:** Morris      **Second:** Fisher      **Carried**

- B** Authorized the recruitment and hiring of an Eligibility Worker I/II to fill a vacancy due to a recent resignation in Health and Human Services.

Received comments from County Administrative Officer Wendy Tyler and Deputy Director of Health and Human Services Letty Garza.

**Motion:** Morris      **Second:** Fisher      **Carried**

- C** Authorized the recruitment and hiring of an Eligibility Worker III to fill a vacancy due to a recent resignation in Health and Human Services.

Received comments from County Administrative Officer Wendy Tyler and Deputy Director of Health and Human Services Letty Garza.

**Motion:** Morris      **Second:** Fisher      **Carried**

- D** Authorized the recruitment and hiring of a half-time Accounting Technician I/II to fill a vacancy due to a recent resignation in Health and Human Services.

Received comments from County Administrative Officer Wendy Tyler and Deputy Director of Health and Human Services Letty Garza.

**Motion:** Morris      **Second:** Fisher      **Carried**

### Transportation

- E** Awarded annual bid to Eagle Rock, Inc. for Aggregates in an amount not to exceed \$80,223.19 and Concrete Aggregate for Aggregates in an amount not to exceed \$45,275.

Received comments from Director of Transportation Rick Tippett.

**Motion:** Morris      **Second:** Fisher      **Carried**

- F** Awarded annual bid to VSS Emultech for Asphaltic Emulsions Schedules I and II in an amount not to exceed \$353,208.

Received comments from Director of Transportation Rick Tippett.

**Motion:** Morris      **Second:** Fisher      **Carried**

## Subsequent

### Board of Supervisors

- 1** Authorized the Chairman to sign a letter to Shasta-Trinity National Forest Acting District Ranger regarding the Environmental Assessment for the Stafford Fire Salvage and Restoration Project.

**Motion:** Morris      **Second:** Fenley      **Carried**

**ADJOURN**

**TRINITY COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
DEBRA CHAPMAN, CHAIRMAN  
Board of Supervisors, County of  
Trinity, State of California

Attest:

WENDY G. TYLER  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy