

## MEETING MINUTES

2016-02-17

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 Long - County Counsel/Clerk of the Board  
Suzie Hawkins - Administrative Coordinator

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

Pledge of Allegiance - Supervisor Groves

Public Comment - Duncan McIntosh, Liz McIntosh, Kris Schaffer, Tom Balanko, Kay Graves, Mark Shoemaker and John Brower.

## Consent

### Agriculture

**1.01** Discussed an MOU with the California Department of Food and Agriculture for seed subvention.

Received comments from John Hamilton and Agricultural Biologist/Weights and Measures Inspector Angie Blanchard.

Motion by Supervisor Burton to deny the MOU died due to the lack of a second.

Approved a memorandum of understanding with the California Department of Food and Agriculture (15-sd53) for seed subvention.

**Motion:** Groves      **Second:** Fenley      **Carried** Vote: 4-1  
Burton - NO

### Auditor/Controller

**1.02** Approved a budget adjustment in the Auditor's Office (Dept. 1300) increasing revenues and expenditures by \$4,000.

**Motion:** Morris      **Second:** Groves      Vote: Groves, Morris, Burton, Fenley and Fisher - AYE

## **Auditor/Controller**

- 1.03** Approved a budget adjustment in the General Fund Department (Dept. 1000) increasing revenues and expenditures by \$3,000.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.04** Approved a budget adjustment in the Law Library Department (Dept. 8555) increasing Transfers Out by \$170; and approve a budget adjustment in the Courts General Department (Dept. 1500) increasing Transfers In and Services & Supplies by \$170.  
Received comments from Kay Graves and Auditor/Controller Angie Bickle.  
**Motion:** Burton      **Second:** Groves      **Carried** **Vote:** 5-0
- 1.05** Approved an agreement with MGT of American to provided SB 90 claims service on behalf of the County correction page 13 of the agreement to change the written amount from \$9XXX to \$8,000.  
Received comments from John Hamilton and Auditor/Controller Angie Bickle.  
**Motion:** Burton      **Second:** Fenley      **Carried** **Vote:** 5-0
- 1.06** Approved an agreement with Schiff Hardin LLP to provided legal services for the Jail Construction funding project.  
Received comments from Auditor/Controller Angie Bickle.  
**Motion:** Burton      **Second:** Morris      **Carried** **Vote:** 5--0
- 1.07** Updated the authorized signatories with Union Bank for the Trinity County Public Facilities Corporation Certificates of Participation Series 2005.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## **Board of Supervisors**

- 1.08** Approved amendment number 2 to the agreement with Prentice, Long & Epperson, PC to add additional services and compensation in the amount of \$5,000 per month in the absence of a CAO, effective January 1, 2016.  
Received comments from Kay Graves and County Counsel Margaret Long.  
**Motion:** Morris      **Second:** Fenley      **Carried** **Vote:** 5-0
- 1.09** Authorized the Chairman to sign a letter to the California State Water Board asking for an interpretation of SB 88 - Water.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## **Child Support Services**

- 1.10** Approved amendment number 2 to the agreement with Calserve, Inc. to extend the term to March 1, 2017 and increase the maximum cost to county by \$5,000 for process service of legal documents for the North Coast Regional Department of Child Support Services.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## **Clerk of the Board**

- 1.11** Adopted Resolution No. 2016-007 confirming the continuance of a Local Emergency due to drought conditions.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Clerk of the Board

- 1.12** Approved regular meeting minutes of January 20, 2016, as submitted by the Clerk. (Note: Supervisors absent from the meeting on the 20th will be recorded as an abstained vote.)  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton and Fisher - AYE  
Fenley - ABSTAINED
- 1.13** Authorized the Chairman to sign the Trinity County Fair Operating Budget for 2016.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Health & Human Services

- 1.14** Adopted Resolution No. 2016-008 which removes from the Health and Human Services Capital Asset Inventory Departmental Listing:  
Asset ID: 13097, a 2003 Subaru Impreza (VIN No. JF1GG8503H810690);  
Asset ID: 13222, a 2007 Subaru Forester (VIN No. JF1SG63667H702140);  
Asset ID: 13184, a 2005 Subaru Forester (VIN No. JF1SG636H747525); and  
Asset ID: 13221, a 2007 Subaru Forester (VIN No. JF1SG63677H701367).  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.15** Appointed Director of Public Health Nursing, Megan Blanchard, to the Partnership HealthPlan of California (PHC) Board Commission.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.16** Approved a budget adjustment in the Health Department (Dept. 4000) increasing Services & Supplies and decreasing Salaries & Benefits by \$22,896.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.17** Approved an memorandum of understanding between Health & Human Services (HHS) and the Sheriff's Departments to provide a Deputy to HHS.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.18** Approved the Trinity County Health and Human Services Children's Medical Services Plan, Fiscal Guidelines and Budget Certification statements for FY 2015-2016 for the CCS, CHDP and Foster Care programs.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.19** Awarded to Mountain Valley Pacific Floors the contract to replace flooring in HHS Building 1 and 2, and upgrade the flooring in the CPS Visitation Center.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Information Technology

- 1.20** Approved amendment number 3 to the agreement with World Telecom, Inc. increasing the maximum cost by \$24,000 per fiscal year to cover additions services required by Health and Human Services for cabling and phone services.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.21** Approve an updated Information Technology Policy (No. 16-01).  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Personnel

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- 1.22** Approved amendment number 1 to the agreement Koff and Associates, Inc adding the General Unit to the study, increasing the max cost by \$36,680, extending the term to March 30, 2016 and replacing Exhibit A with a revised version to perform a Classification and Compensation Study for Trinity County Employees.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.23** Ratified County Counsel/Interim County Administrative Officer Margaret Long's signature on the agreement with First Capital Consulting for ACA Cost Minimization services related to the Patient Protection and Affordable Care Act (ACA).  
Received comments from Kay Graves and County Counsel/Interim County Administrative Officer Margaret Long.  
**Motion:** Morris      **Second:** Fenley      **Carried** **Vote:** 5-0

## Solid Waste

- 1.24** Approved an agreement with Clean Fleets.net, LLC to provide CARB-required opacity testing for Solid Waste vehicles.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Transportation

- 1.25** Adopted Resolution No. 2016-009 which authorizes the Director of Transportation to apply for a Caltrans Aeronautics Acquisition and Development Program Grant for a Runway Pavement Project at Hayfork Airport.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.26** Adopted Resolution No. 2016-010 which authorizes the Director of Transportation to apply for a Caltrans Aeronautics Acquisition and Development Program Grant for Runway Pavement Rehabilitation at Hyampom Airport.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.27** Adopted an updated Department of Transportation - Transit Division Drug and Alcohol Testing Policy (No 16-02).  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.28** Approved amendment number 1 to the agreement with Trinity County Resource Conservation District increasing Hourly Chargeout Rates from \$59 to \$65 for GIS Coordinator services and \$40 to \$45 for GIS Technician services.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.29** Ratified County Council/Interim County Administrative Officer Margaret Long's signature on an agreement with Shaw & Associates, to provide appraisal services for the proposed jail property near the Weaverville Airport.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE
- 1.30** Ratified Road Commissioner Rick Tippet's signature on contract change orders 1, 2, 3, 4, 5, 6 & 7 with Stewart Engineering, Inc of Redding, California increasing the max amount by \$48,830.20 for traffic control, the Federal Trainee Goal, extra time for concrete delivery, increased footing depth, plan clarification, addition of a rock lined down drain and best management practices for the Hayfork Creek Bridge.  
**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## Transportation

- 1.31** Ratified Road Commissioner Rick Tippett's signature on contract change orders 29, 31, and 31-S1 with Tullis, Inc. of Redding, California increasing the maximum cost by \$108,000 to install additional concrete sidewalk area around the street light at the Highway 299 and Lance Gulch Road, additional erosion control and to an edge drain system on the west side of Lance Gulch Road from for the Lance Gulch Road Phase II project.

Received comments from Director of Transportation/Road Commissioner Rick Tippett.

**Motion:** Burton      **Second:** Morris      **Carried** Vote: 5-0

## Treasurer/Tax Collector

- 1.32** Adopted Resolution No. 2016-011 approving the sale of Tax-Defaulted property subject to the Tax Collector's Power to Sell.

Received comments from John Hamilton, Kay Graves and Treasurer/Tax Collector Terri McBryer.

**Motion:** Fenley      **Second:** Burton      **Vote:** Burton, Fenley, Morris, Groves and Fisher - AYE

## Veterans Services

- 1.33** Authorized the Chairman to sign a letter to the President of the California Association of County Veterans Service Officers regarding the Proposed Membership Dues Increase for 2016/17.

**Motion:** Morris      **Second:** Groves      **Vote:** Groves, Morris, Burton, Fenley and Fisher - AYE

## **10:00 AM Public Hearings**

### Planning

- 2.01** Conducted a public hearing to uphold, modify, or overturn the Planning Commission's action to deny a Use Permit and Variance from setback requirements for Cross Development (Dollar General Store Project), Planning File No. P-15-14.

Received comments from Senior Planner Carson Anderson, Appellant Joe Dell, Planning Director Rick Tippett, Scott, Bob Mountjoy, Jim Bayley, Rob Oakley, Heather Goosman, Kenny Wiley, Melody Tibido, Adrian Kyes, Lisa Hammel, Paul Kline, Kay Graves, Justin Hawkins and County Counsel Margaret Long.

Substitute motion by Supervisor Groves to send the project back to the Planning Commission to look at the modified building proposal died due to the lack of a second.

Upheld the Planning Commission's action denying the Use Permit and Variance from setback requirements for Cross Development (Dollar General Store Project), Planning File No. P-15-14.

**Motion:** Fenley      **Second:** Morris      **Carried** Vote: 4-1  
Groves - NO

### Solid Waste

- 2.02** Conducted a public hearing and adopted Resolution No. 2016-012 which establishes a schedule of fees for waste disposal and appropriate exemptions for the 2016-2017 annual solid waste parcel fee billing.

Received comments from Deputy Director Diane Rader.

**Motion:** Groves      **Second:** Burton      **Vote:** Burton, Groves, Morris, Fenley and Fisher - AYE

## **Reports/Announcements**

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- 3.01** I. Received a report from Director of Transportation Rick Tippett,  
a. Received a Code Enforcement Update from Planning Director Rick Tippett  
II. Received a report from County Counsel/Interim County Administrative Officer Margaret Long.  
III. Received reports from Members of the Board of Supervisors.

## **Transportation Commission**

### **RECESSED AS THE BOARD OF SUPERVISORS AND CONVENED AS THE TRANSPORTATION COMMISSION**

#### Transportation Commission

- 4.01** Adopted Resolution No. 2016-013 which approves the reduced 2016 Regional Transportation Improvement Program for the 2016 State Transportation Improvement Program moving the WHEREAS statement identifying the SR 3 turnouts project as the highest priority to a RESOLVED statement.

Received comments from Executive Secretary Rick Tippett and Dero Forslund.

**Motion:** Burton      **Second:** Morris      **Vote:** Morris, Burton, Groves, Fenley and Fisher - AYE

### **ADJOURNED AS THE TRANSPORTATION COMMISSION AND RECONVENED AS THE BOARD OF SUPERVISORS**

## **County Matters**

#### County Administrative Officer

- 5.01** Increased from 1 to 2 the allocation of Administrative Clerk I/II or Administrative Coordinator I/II (N/R) effective February 1, 2016 and directed that said change be made to the allocation listing.

Received comments from Personnel Analyst Monica Stygar.

**Motion:** Morris      **Second:** Groves      **Carried** Vote: 5-0

#### Health & Human Services

- 5.02** Introduced and waived the reading of an ordinance amending Trinity County Code Section 2.70.030 pertaining to the membership of the Partnership Healthplan of California Commission.

Received comments from Director of Health and Human Services Letty Garza.

**Motion:** Burton      **Second:** Morris      **Vote:** Morris, Burton, Groves, Fenley and Fisher - AYE

#### Personnel

- 5.03** Introduced and waived the reading of an ordinance amending Trinity County Code Section 2.60.520 pertaining to Sick Leave.

Received comments from Personnel Analyst Monica Stygar.

**Motion:** Burton      **Second:** Groves      **Vote:** Groves, Burton, Morris, Fenley and Fisher - AYE

- 5.04** Ratified Assistant County Counsel David Prentice's signature on a Side Letter Agreement with United Public Employees of California Local 792 on behalf of the Skilled Trades Unit adding language that was missing from Section 15 - Commercial Driver's License Incentive of the MOU.

Received comments from Personnel Analyst Monica Stygar.

**Motion:** Burton      **Second:** Morris      **Carried** Vote: 5-0

## **Solid Waste**

- 5.05** Pursuant to Government Code Section 21221(h) authorized hiring retired annuitant Barbara Rapinac as a Project Specialist III at Range P780 Step A in the Solid Waste Department effective February 1, 2016 and found that this position requires specialized skills.

Received comments from Deputy Director of Solid Waste Diane Rader.

**Motion:** Groves      **Second:** Morris      **Carried** Vote: 5-0

## **Closed Session**

### **Board of Supervisors**

- 6.01** Government Code Section 54954.5(e) - Public Employee Evaluation: County Counsel  
Direction was given to staff.
- 6.02** Government Code Section 54954.5(e) - Public Employee Appointment: Interim County Administrative Officer  
Direction was given to staff.

### **County Counsel**

- 6.03** Government Code section 54954.5(f) - Labor Negotiations  
County's Designated Representatives: David Prentice and Shelly Pourian  
Employee Organizations: Deputy Sheriff's Association  
Direction was given to the negotiating team.

### **In-Home Support Services Authority**

- 6.04** RECESSED AS THE BOARD OF SUPERVISORS AND CONVENEED AS THE IN-HOME SUPPORT SERVICES AUTHORITY  
Government Code section 54954.5(f) - Labor Negotiations  
County's Designated Representatives: Monica Stygar and David Prentice  
Employee Organizations: In-Home Supportive Services  
Direction was given to the negotiating team.  
ADJOURNED AS THE IN-HOME SUPPORT SERVICES AUTHORITY AND RECONVENED AS THE BOARD OF SUPERVISORS

## Subsequent

### Board of Supervisors

- 1 Moved to discuss and/or take action on a letter to Congressman Huffman and USDA Under Secretary Bonnie and find that the need to take immediate action came to the attention of the Board subsequent to the agenda being posted. The urgency is the letter needs to be signed prior to the next Board meeting.

Motion: Morris      Second: Fenley      Carried      Vote: 5-0

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Authorized the Chairman to sign a letter to Congressman Jared Huffman and USDA Under Secretary Robert Bonnie regarding the consultation timeline for the Trinity County Collaborative Fuelbreak Work Group Fire Kill to Fuelbreaks project.

Received comments from Pat Frost.

**Motion:** Morris      **Second:** Burton      **Carried**      Vote: 5-0

## ADJOURN

### TRINITY COUNTY BOARD OF SUPERVISORS

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L. KARL FISHER, CHAIRMAN  
Board of Supervisors, County of  
Trinity, State of California

Attest:

MARGARET E. LONG  
Clerk of the Board of Supervisors

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

Deputy