

SHASTA COUNTY BOARD OF SUPERVISORS

Tuesday, August 14, 2001

REGULAR MEETING

9:01 a.m.: Chairman Wilson called the Regular Session of the Board of Supervisors to order on the above date with the following present:

District No. 1 - Supervisor Kehoe
District No. 2 - Supervisor Fust
District No. 3 - Supervisor Hawes
District No. 4 - Supervisor Wilson
District No. 5 - Supervisor Clarke

County Administrative Officer - Doug Latimer
County Counsel - Karen Jahr
Clerk of the Board - Carolyn Taylor

INVOCATION

Invocation was given by Pastor Rick Caldwell, Youth for Christ.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance to the Flag was led by Supervisor Clarke.

PUBLIC COMMENT PERIOD - OPEN TIME

Assemblyman Dick Dickerson addressed the Board of Supervisors stating that the Assembly will reconvene August 20. He stated that in addition to acting on approximately 400 bills, they will also address redistricting which will be controversial, complex, and very political. Mr. Dickerson indicated, however, that he did not expect any great changes for the North State. He discussed some of the funding provided in the State's budget that will benefit rural counties.

ITEMS PULLED FROM CONSENT CALENDAR

Supervisor Kehoe pulled the approval of the claims list from the Consent Calendar for clarification. He questioned the \$48,000 postage reserve account for the Opportunity Center. Auditor-Controller Rick Graham responded that the Opportunity Center pays all the postage for the County, and the Post Office requires the postage reserve in advance.

Supervisor Kehoe also pulled from the Consent Calendar for clarification the request to approve an agreement with Redding Air Service for obtaining rental helicopter pilot and flight time for use by the Sheriff's Office. He pointed out that the contract term "will commence upon execution and run in perpetuity." He stated his belief that this was not a sound business practice.

County Counsel Karen Jahr stated that one of the amendments she is recommending in the administrative policy amendments being considered later in the meeting is the elimination of these

“evergreen” contracts. She stated the Board of Supervisors could direct that this be sent back to the department for renegotiation and be brought back for action at a subsequent meeting. It was the concurrence of the Board of Supervisors that this item be pulled and referred back to the department.

CONSENT CALENDAR

By motion made, seconded (Clarke/Fust), and unanimously carried, the Board of Supervisors took the following actions, which were listed on the Consent Calendar, as amended:

Authorized the issuance of warrants totaling \$97,296.03 for County operating funds and special districts, as submitted. (Auditor-Controller)

Adopted Policy Resolution No. 2001-10, which approves recommended amendments to the Administrative Policy Manual to reflect current County practices and to ensure compliance with State regulations. (Clerk of the Board)

(See Policy Resolution Book)

Adopted Resolution Nos. 2001-128 through 2001-136, which notify the Public Employees Retirement System of the County’s contribution to the 2002 group health premiums. (Support Services)

(See Resolution Book No. 42)

Approved and authorized the Chairman to sign a renewal agreement with Sharon Saunders, DBA Sale Lane Residential Facility, in an amount not to exceed \$20,400 for the provision of non-acute, 24-hour care to individuals with mental illness for Fiscal Year 2001-2002. (Mental Health)

Approved and authorized the Chairman to sign Department of Health Services, Children’s Medical Services Branch program plans totaling \$559,224 for the period July 1, 2001 through June 30, 2002. (Child Health and Disability Prevention - \$146,478; Health Care Program for Children in Foster Care - \$115,331; and California Children’s Services - \$297,415.) (Public Health and Social Services)

REGULAR CALENDAR

GENERAL GOVERNMENT

BOARD MATTERS

PROCLAMATION: NATIONAL COMMUNITY HEALTH CENTERS WEEK

Pam Tupper, Executive Director of the Shasta Consortium of Community Health Centers, gave a presentation on community health centers and the services they provide. Dean Germano of Shasta Health Center explained that they will officially take over the facility September 21, 2001, begin seeing patients the first week of October, and hold an open house on November 14, 2001.

By motion made seconded (Clarke/Hawes), and unanimously carried, the Board of Supervisors adopted proclamations which designate August 19-25, 2001 as National Community Health Centers Week for each of the following health centers: Shasta Community Health Center, Shingletown Medical Center, and Hill Country Community Clinic.

PRESENTATION: POWER OUTAGE PREPAREDNESS

PUBLIC SERVICE ANNOUNCEMENT

A video presentation was shown on the Power Outage Preparedness public service announcement (PSA) which is scheduled to be televised throughout the summer. Administrative Analyst Kim Pickering explained that this PSA would be added to the end of each of the televised

meetings of the Board of Supervisors.

ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS

LEGISLATIVE UPDATE/SUPERVISORS' REPORTS

County Administrative Officer (CAO) Doug Latimer explained that the National Forest Counties and Schools Coalition had requested a letter regarding amendments to the Roadless Area Conservation Rule. He recommended that the Board authorize the Chairman to sign the letter prepared by the Director of Public Works addressing this issue. By motion made, seconded (Clarke/Fust), and carried, the Board of Supervisors authorized the Chairman to sign the letter. Supervisor Kehoe abstained from taking action on the matter.

Mr. Latimer also stated that a request had been received by Director of Public Health Marta McKenzie to send a letter to federal legislators in support of National Health Alert Network funding in the amount of \$40 million to benefit national public health. Since this is covered under the Board of Supervisors' Legislative Platform, the draft letters of support will be finalized and copies will be provided to the Members of the Board prior to mailing.

Supervisors reported on issues of countywide interest.

REGULAR CALENDAR

CLERK OF THE BOARD

APPROVAL OF MINUTES

By motion made, seconded (Clarke/Hawes), and carried, the Board of Supervisors approved the minutes of the meeting held on August 7, 2001, as submitted. Supervisor Fust abstained from taking action since he was absent from that meeting.

AMENDMENTS: BOARD POLICY 1-101, OPERATION AND CONDUCT OF BUSINESS BY THE BOARD OF SUPERVISORS **POLICY RESOLUTION NO. 2001-11**

Clerk of the Board Carolyn Taylor presented the staff report and reviewed the recommended changes to Board Policy 1-101, Operation and Conduct of Business by the Board of Supervisors. She explained that one recommendation is to add a new section to the agenda entitled "Presentations." These will be non-action items and, unlike the Open Time Section, the Board will be able to hold discussions on the item. It was also recommended that a section from the Brown Act be added to the policy which provides direction should a disturbance be created which would impede the continuation of a Board of Supervisors meeting. Mrs. Taylor reviewed the other minor changes being recommended to the policy.

Under discussion, Supervisor Clarke expressed her belief that the recommended 15-minute time limit proposed for presentations should be eliminated. Supervisor Kehoe indicated that he wanted to make it clear that presentations by department heads would not take the place of staff reports. Supervisor Clarke pointed out a confusing sentence under "Motion to Reconsider." It was recommended that the sentence be amended to read "A motion to reconsider a final vote may be made only by a supervisor who votes 'yes' or 'no' on the prevailing side in the final vote."

Supervisor Kehoe stated his objection to the inclusion of the paragraph on disturbances at Board meetings. Supervisors Hawes and Fust concurred. All indicated that disturbances such as this had not happened in the past, and the inclusion of this language was unnecessary. Supervisor Clarke

stated that she concurred that this had not happened in the past, but there are counties in the state where this language is put into their policies due to the violence of today's society. Although the language would be there, it would never be used; however, if the rest of the Board was uncomfortable with it, she would agree to omitting it.

Victor Ogrey supported inclusion of the language, but suggested the Board go further and include the entire Brown Act as guidance for their meetings. Members of the Board responded that the Board already follows the Brown Act. Supervisor Kehoe suggested that, to reinforce the idea that the Board of Supervisors fully subscribes to the provisions of the Brown Act, the document be amended to include the entire Brown Act. He suggested that the policy make reference that it is, in fact, a part of the Administrative Manual, but a separate document.

By motion made, seconded (Hawes/Kehoe), and unanimously carried, the Board of Supervisors adopted Policy Resolution No. 2001-11, which approves the recommended amendments contained in the revised version of Board Policy 1-101, Operation and Conduct of Business by the Board of Supervisors, with the following amendments: (1) Delete the 15-minute time limit for presentations; (2) amend the sentence in the "Motion to Reconsider" section to read "A motion to reconsider a final vote may be made only by a supervisor who votes 'yes' or 'no' on the prevailing side in the final vote"; and (3) delete the paragraph dealing with disturbances at meetings that had been recommended for inclusion on page 6 of the policy; and (4) add a reference that the Ralph M. Brown Act is a part of the County's Administrative Manual.

(See Policy Resolution Book)

COUNTY COUNSEL

AMENDMENTS: BOARD POLICY 6-101, DELEGATION OF CONTRACT AUTHORITY
BOARD POLICY 3-201, INSURANCE FOR CONTRACTORS AND
COUNTY FUNDED ENTITIES
BOARD POLICY 1-205, DELEGATION OF AUTHORITY
BOARD POLICY 3-101, RISK MANAGEMENT POLICY
POLICY RESOLUTION NOS. 2001-12 AND 13

County Counsel Karen Jahr presented the staff report on Board Policy 6-101, Delegation of Contract Authority. She explained that she had solicited input from County personnel in drafting the recommended changes.

Under discussion, Supervisor Clarke expressed her belief that the jump in the contract amount that department heads could sign for promotion or education "activities" from \$500 to \$5,000 was excessive. Supervisors Clarke and Fust stated they wanted all requests for promotional "items" to continue to come to the Board of Supervisors for approval, pointing out that tax payers have a concern about how their money is being expended. Supervisor Hawes commented that it is also the only way for people to know these types of activities are taking place. Counsel explained that "items" are such things as t-shirts, cups etc., while "activities" are events such as operating a health fair booth to get important information out to the public. Members of the Board expressed support for allowing department heads to sign contracts for promotional or educational "activities" with a maximum amount of \$1,000 without prior Board approval. However, all requests for the purchase of promotional "items," regardless of the amount, will continue to come to the Board of Supervisors for approval. Discussion ensued regarding signatory authority and contract limits as well as other proposed modifications to the policy.

By motion made, seconded (Fust/Clarke), and unanimously carried, the Board of Supervisors adopted Policy Resolution No. 2001-12, which approves recommended amendments to Administrative Policies 6-101, Delegation of Contract Authority, with the amendment that department heads can sign contracts for promotional or education activities with a maximum amount of \$1,000 without prior Board approval, and all requests for the purchase of promotional items, regardless of the amount, will continue to come to the Board of Supervisors for approval.

(See Policy Resolution Book)

County Counsel Jahr then presented the staff report on Board Policy 3-201, Insurance for Contractors and County Funded Entities, reviewed the proposed amendments, and recommended approval.

By motion made, seconded (Fust/Hawes), and unanimously carried, the Board of Supervisors adopted Policy Resolution No. 2001-13, which amends Board Administrative Policy 3-201, Insurance for Contractors and County Funded Entities, and makes conforming language changes to Administrative Policy 1-205, Delegation of Authority, and 3-101, Risk Management Policies.

(See Policy Resolution Book)

SUPPORT SERVICES

AMENDMENTS: BOARD POLICY 3-101, RISK MANAGEMENT POLICY
BOARD POLICY 3-105, SELF-INSURANCE DEDUCTIBLES
BOARD POLICY 3-405, RULES FOR THE CONDUCT OF SAFETY
MEMBER DISABILITY RETIREMENT HEARINGS
BOARD POLICY 3-140, COUNTY UTILIZATION OF VOLUNTEERS
POLICY RESOLUTION NO. 2001-14 THROUGH 2001-17

At the recommendation of Assistant Director of Support Services Marty Bishop and by motion made, seconded (Kehoe/Fust), and unanimously carried, the Board of Supervisors adopted Policy Resolutions 2001-14 through 2001-17, which rescind, amend, or revise various Administrative Policies as follows: (1) Amend Policy 3-101, Risk Management Policy; (2) amend Policy 3-105, Self-Insurance Deductibles; (3) rescind Policy Resolutions 91-2 and 91-3 and amend Administrative Policy 3-405, Rules for the Conduct of Safety Member Disability Retirement Hearings; and (4) amend Administrative Policy 3-140, County Utilization of Volunteers.

(See Policy Resolution Book)

LAW AND JUSTICE

PROBATION

PROGRESS REPORT: IMPLEMENTATION OF CRIME PREVENTION ACT OF 2000

Chief Probation Officer Lou Rizzo gave a progress report on the implementation of the Crime Prevention Act of 2000 as defined in the Local Action Plan and reviewed the four new programs identified in the Local Action Plan:

1. JAC-E -- Juvenile Assessment Center
2. Extra School Resource Officer for south County middle schools.
3. WINGS -- A mentally ill offender program.
4. SUCCESS -- a camp after-care program.

Mr. Rizzo stated that he would present another report in August 2002 with statistics on these programs.

RESOURCE MANAGEMENT

COMMUNITY EDUCATION SECTION

AGREEMENT: POLLUTION CONTROL INDUSTRIES HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENTS

At the recommendation of Community Education Coordinator Sandra Hood and by motion made, seconded (Hawes/Clarke), and unanimously carried, the Board of Supervisors approved and authorized the Chairman to sign a personal services agreement with Pollution Control Industries for an amount not to exceed \$31,000 for the purpose of providing assistance to the County for its September 2001 household hazardous waste collection events to be held in Bella Vista, Burney, and Lakehead.

SCHEDULED HEARINGS

PUBLIC WORKS

ANNUAL PARCEL CHARGE REPORTS PERMANENT ROAD DIVISIONS RESOLUTION NOS. 2001-137 THROUGH 2001-156

This was the time set to conduct a public hearing and consider the Annual Parcel Charge Reports for the Permanent Road Divisions in Shasta County and the parcel charges to be placed on the property tax bills for Fiscal Year 2001-2002. Deputy Public Works Director Dan Kovacich presented the staff report and recommended approval.

The public hearing was opened, at which time no one spoke for or against the request, and the public hearing was closed.

By motion made, seconded (Clarke/Fust), and unanimously carried, the Board of Supervisors adopted Resolution Nos. 2001-137 through 2001-156, which confirm the Annual Parcel Charge Reports for the following Permanent Road Divisions in Shasta County, and directed that the parcel charges be placed on the property tax bills for Fiscal Year 2001-2002:

Old Stagecoach Road	Blackstone Estates
Sonora Trail	Logan Road

Shasta Meadows Drive
 Ponder Way/Carriage Lane
 Intermountain Road
 Alpine Way
 Dusty Oaks Trail
 Holiday Acres
 Shasta Lake Ranchos
 Fore Way Lane

Mule Mountain Parkway
 Ski Way
 Fullerton Way
 East Stillwater Way
 Deer Flat Road
 Vedder Road
 Craig Lane
 River Hills Estates

(See Resolution Book No. 42)

COUNTY SERVICE AREAS: REPORTS OF DELINQUENT FEES
RESOLUTION NOS. 2001-157 THROUGH 2001-164

This was the time set to conduct a public hearing and consider confirming the Reports of Delinquent Fees for the County Service Areas (CSAs), directing liens to be placed on the property tax bills and approving a discharge of accountability for unpaid water and sewer service accounts. Deputy Director of Public Works Dan Kovacich presented the staff report and recommended approval.

The public hearing was opened, at which time no one spoke for or against the request, and the public hearing was closed.

By motion made, seconded (Hawes/Fust), and unanimously carried, the Board of Supervisors adopted Resolution Nos. 2001-157 through 2001-164, which confirm the Reports of Delinquent Fees for the following CSAs, directed that the annual liens be placed on the property tax bills for Fiscal Year 2001-2002, and approved a discharge of accountability for collection of unpaid water and sewer service accounts that have been deemed uncollectible in CSAs under the administration of the Public Works Department:

CSA 2 - Sugarloaf
 CSA 3 - Castella
 CSA 6 - Jones Valley
 CSA 8 - Palo Cedro

CSA 11 - French Gulch
 CSA 13 - Alpine Meadows
 CSA 17 - Cottonwood
 CSA 25 - Keswick

(See Resolution Book No. 42)

COUNTY SERVICE AREAS
ANNUAL PARCEL CHARGE REPORTS
RESOLUTION NOS. 2001-165 THROUGH 2001-170

This was the time set to conduct a public hearing to consider confirming the Annual Parcel Charge Reports for the various CSAs and to direct that the parcel charges be placed on the property tax bills for Fiscal Year 2001-2002. Deputy Public Works Director Dan Kovacich presented the staff report and recommended approval.

The public hearing was opened, at which time no one spoke for or against the request, and the public hearing was closed.

By motion made, seconded (Fust/Hawes), and unanimously carried, the Board of Supervisors adopted Resolution Nos. 2001-165 through 2001-170, which confirm the Annual Parcel Charge Reports for the various CSAs as follows and directed that the parcel charges be placed on the property tax bills for Fiscal Year 2001-2002:

CSA 2 - Sugarloaf
 CSA 6 - Jones Valley
 CSA 7 - Burney

CSA 11 - French Gulch
 CSA 14 - Belmont
 CSA 15 - Street Lighting

(See Resolution Book No. 42)

COUNTY SERVICE AREA NO. 15
TIMBER HILLS DRIVE LIGHTING BENEFIT ZONE
RESOLUTION NO. 2001-171

This was the time set to conduct a public hearing and consider the formation of the Timber

Hills Drive lighting benefit zone within County Service Area No. 15, adopting a resolution which forms the zone and confirms the parcel charge report for Fiscal Year 2001-2002; and to receive the annual parcel charge report. Public Works Director Pat Minturn presented the staff report and recommended approval.

The public hearing was opened, at which time no one spoke for or against the request, and the public hearing was closed.

By motion made, seconded (Hawes/Fust), and unanimously carried, the Board of Supervisors, acting on behalf of CSA No. 15 - Lighting, received the petition for formation of a benefit zone in the Burney area; adopted Resolution No. 2001-171, which forms the zone and confirms the parcel charge report for Fiscal Year 2001-2002; and received the annual parcel charge report.

(See Resolution Book No. 42)

ROUTE FARES: INTERMOUNTAIN EXPRESS
AND COTTONWOOD EXPRESS

This was the time set to conduct a public hearing, consider input on the Express Route fares for the Intermountain Express and the Cottonwood Express, and to consider adopting applicable fare schedules for Fiscal Year 2001-2002. Public Works Director Pat Minturn presented the staff report and recommended approval.

The public hearing was opened, at which time no one spoke for or against the request, and the public hearing was closed.

By motion made, seconded (Hawes/Kehoe), and unanimously carried, the Board of Supervisors adopted the applicable fare schedules for Fiscal Year 2001-2002 for the Intermountain Express and the Cottonwood Express as recommended by staff.

11:04 a.m.: The Board of Supervisors adjourned.

Chairman

CAROLYN TAYLOR
Clerk of the Board of Supervisors

By _____
Deputy