



Board of Supervisors

Dwight Ceresola, Chair, 1st District
Kevin Goss, 2nd District
Tom McGowan, 3rd District
Greg Hagwood, Vice Chair 4th District
Jeff Engel, 5th District

**AGENDA FOR REGULAR MEETING
APRIL 4, 2023 TO BE HELD AT 10:00 AM
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA**

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.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

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.

Live Stream of Meeting

Members of the public who wish to watch the meeting are encouraged to view it **[LIVE ONLINE](#)**

ZOOM Participation

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: <https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address

Public@countyofplumas.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

ACTION AGENDA

1. UPDATES AND REPORTS

A. DIXIE FIRE COLLABORATIVE

Report, update, and discussion on Dixie Fire Collaborative efforts

B. MUNIS HR/PAYROLL MODULE UPDATE

Report, and update, on Pentamation, Tyler/ Munis software migration and efforts.

2. 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. AUDITOR - CONTROLLER

- 1) Approve and authorize the Auditor/ Controller to allow Extra - Help Employees to work more than 29 hours per week. Not to exceed 1,560 hours per 12-month period of November 1st through October 31st.

B. BOARD OF SUPERVISORS

- 1) Approve and authorize the Chair to sign a letter to the Department of Transportation (Caltrans) for an encroachment permit for the Almanor Recreation and Park District for the 42nd Annual Chester 4th of July Fun Run, to be held on July 4, 2023 from 9:00 A.M. – 9:30 A.M.

- 2) Approve and authorize the Chair to sign a letter supporting Nor-Cal EMS Board of Directors opposing AB 1168.

C. CLERK OF THE BOARD

- 1) Approve Board Minutes for March 2023.

D. FAIR

- 1) Request approval for exemption of the 29 hour per week limit for the seasonal Extra Help during fair time and adjacent months.

E. INFORMATION TECHNOLOGY

- 1) Approve and authorize the Chair to ratify and sign an Agreement between Plumas County Department of Information Technology and Megabyte Systems Inc.; for Megabyte property tax software support and maintenance; effective July 1, 2022; not to exceed \$128,000.00; approved as to form by County Counsel.
- 2) Authorize no contract payment of \$6,106.00 to Four J's for annual software maintenance and support; funds have been budgeted as part of the 2022/2023 I.T. budget.

F. PROBATION DEPARTMENT

- 1) Authorize the Chief of Probation to recruit and fill, funded and allocated; 1.0 FTE Deputy Probation Officer position; vacancy due to resignation.
- 2) Authorize the Chief of Probation to recruit and fill, funded and allocated; 1.0 FTE Probation Assistant position; vacancy due to resignation.
- 3) Authorize the Chief of Probation to recruit and fill, funded and allocated; 1.0 FTE Administrative Assistant position; vacancy due to resignation.

G. PUBLIC HEALTH

- 1) Approve and authorize the Director of Public Health to recruit and fill (1) one extra-help assistant cook position for the Senior Services program at the Portola site.

H. PUBLIC WORKS

- 1) Approve and authorize the Chair to sign an Agreement between Plumas County Public Works and InterMountain Disposal, to host the Tire Amnesty Day Event; not to exceed \$10,000.00 (Costs reimbursed by CalTrans "Clean California Program"); approved as to form by county Counsel.
- 2) Approve and authorize the Chair to sign an Agreement between Plumas County Public Works Department and ABS Builders, Inc., for repairs to the Chester Transfer Station; not to exceed \$36,688.00; approved as to form by County Counsel.

3. FEATHER RIVER TOURISM ASSOCIATION

- A. Receive the 2022 Annual report from Feather River Tourism Association per the Marketing District Management Plan dated October 6, 2020; and Approve and authorize a bridge loan of \$24,000.00 to cover late receipt of FRTA Assessments for Quarter 4 of 2022; discussion and possible action. **Roll call vote**

4. DEPARTMENTAL MATTERS

A. AGRICULTURE WEIGHTS AND MEASURES - Willo Vieira

- 1) Adopt **RESOLUTION** approving the execution of an Agreement between Plumas County Agricultural Department and the California Department of Food and Agriculture (CDFA) to reimburse the County to perform Exotic Pest Detection Trapping; in the Amount of \$7,857.00; and to authorize the Agricultural Commissioner to sign the Agreement on behalf of the Board of Supervisors; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

- 2) Approve and authorize the Agricultural Commissioner to adjust the Agricultural and Standards Technician's workweek to a (10) ten-hour, (4) four-day weekly schedule. This would be with the agreement of the affected employee and consistent with Personnel Rule 8.5; discussion and possible action.

B. BUILDING DEPARTMENT - Charles White

- 1) Approve and authorize a supplemental budget request for an additional twenty-two thousand dollars (\$22,000.00) to be added to the Building Departments budget for FY 22/23, previously approved fifty thousand (\$50,000.00) to purchase two new 2022, or 2023 compact 4x4 extra cab standard bed trucks for use by the Building Department and Code Enforcement Division; discussion and possible action. **Four/ fifths roll call vote**
- 2) Approve and authorize the Director of Building Services to adjust the Chief Code Enforcement Officer's work schedule from eight hours per day, five days per week to ten hours per day, four days per week, from the first payroll date in April, to the first payroll date in October. The remaining months of the year would remain at eight hours per day, five days per week, in accordance with the current Building Department work schedule; discussion and possible action.

C. PROBATION - Keevin Allred

- 1) Adopt **RESOLUTION** to establish 27 new Plumas County Probation Department Policies and Procedures through Lexipol; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

D. PUBLIC WORKS - John Mannle

- 1) Adopt **RESOLUTION**, Establishing the 2022 Plumas County Maintained Mileage; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

E. SOCIAL SERVICES - Neal Caiazzo

- 1) Adopt **RESOLUTION** approving the execution Grant Agreement between Plumas County Department of Social Services and the California Department of Aging to participate in the Access to Technology Grant Program, to provide technology to older adults and adults with disabilities who are engaged with departmental staff through the department's IHSS program; and authorize supplemental budget transfer of \$157,462.00 of unanticipated Grant funds from Social Services account 70590/ 44381 ATT Grant into Social Services account 70590/ 520206 Access to Technology; approved as to form by County Counsel; discussion and possible action. **Four/ fifths roll call vote**

F. TREASURER/ TAX COLLECTOR - Julie White

- 1) Approve and authorize the Quincy Fire Protection District (QFPD) to withdraw funds from the County Treasury, and determine a mutually acceptable date of withdraw per Government Code 61053(d); (QFPD has approximately \$2.3 million in the Treasury); discussion and possible action.

G. HUMAN RESOURCES - Nancy Selvage

- 1) Adopt a **RESOLUTION** to amend the Fiscal Year 2022-2023 pay schedule to increase the base wages to \$41.05 for the Plumas County Undersheriff; approved as to form by County Counsel; discussion and possible action. **Roll call vote**
- 2) Adopt a **RESOLUTION** to approve the updated Employee Background Investigation Policy per Internal Revenue Service (IRS) Publication 1075; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

H. PLANNING - Tracey Ferguson

- 1) Planning Director informational update on the release the Guidelines and Application for the Plumas County/City of Portola Economic Development (CDBG-CV2-3) Microenterprise Business Assistance and Recovery Loan Program pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act; discussion only

5. COUNTY ADMINISTRATIVE OFFICE - DEBRA LUCERO

- A. Adopt **RESOLUTION** approving the applicant to apply for grant funds from the state of California, Department of Parks and Recreation, Off-Highway Vehicle Grant Funds and appoints the County Administrative Officer as agent to conduct all negotiations, execute and submit all documents necessary for the completion of the project; approved as to form by County Counsel; discussion and possible action. **Roll call vote**
- B. Approve an authorized Board Chair to ratify and sign an Agreement between the County Administrative Office and Sierra Buttes Trail Stewardship (SBTS) for OHV trail maintenance; effective January 1, 2023; not to exceed \$215,722.00; as approved to form by County Counsel; discussion and possible action.
- C. **Continued from March 21, 2023:**
Review proposal from the California State Association of Counties to use 1% of the Local Assistance and Tribal Consistency Fund (LATCF) allocated to Plumas County to fund the start up of the National Center for Public Lands Counties. CAO recommendation that the Board approve the use of \$20,000.00 of the LATCF allocated to Plumas County to fund the start up of the National Center for Public Lands Counties; discussion and possible action. **Four/ fifths roll call vote**

6. BOARD OF SUPERVISORS

- A. Review the current state of the Museum Board Association; discussion and possible action

B. CORRESPONDENCE

C. INFORMATIONAL ANNOUNCEMENTS

Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

7. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Public Employee Employment, Appointment, Recruitment, Performance Evaluations, Including Goals, Pursuant to Government Code Section 54957:
 - 1. Agricultural Commissioner
 - 2. Behavioral Health Director
 - 3. Building Services Director
 - 4. Chief Probation Officer
 - 5. Child Support Services Director
 - 6. County Administrative Officer
 - 7. County Counsel
 - 8. Environmental Health Director
 - 9. Facility Services Director
 - 10. Fair Manager
 - 11. Human Resources Director
 - 12. Information Technology Director
 - 13. Library Director
 - 14. Museum Director
 - 15. Planning Director
 - 16. Public Health Director
 - 17. Public Works Director
 - 18. Risk & Safety Manager
 - 19. Social Services Director
- B. Conference with real property negotiator, regarding facilities: Lawry House, APN 115-062-013, 60 Bradley Street, Quincy
- C. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

- D. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- F. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code §54956.9 – Plumas County v. Pacific Gas and Electric Company, et al, Superior Court of the State of California, County of San Francisco, Original Case No. CGC-21-596070
- G. Conference with Legal Counsel: Claim against the County filed by Richard Joshua V. Sia on March 28, 2023.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

8. ADJOURNMENT

Adjourn meeting to Tuesday, April 11, 2023, Board of Supervisors Room 308, Courthouse, Quincy, California