The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:00 a.m.

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. ROLL CALL
   Proceedings: Roll call of Supervisors was taken, attendance as follows:
   Supervisors Present: Supervisors Barr, Corum, Minto, and Viegas
   Supervisors Absent: Supervisor McDaniel,
   Also Present: Scott H. De Moss, County Administrative Officer
   William J. Vanasek
   Ashlee J. Veneman

2. MINUTES
   Matter: Approve the minutes of November 19, 2019.
   Motion/Second: Supervisor Barr/Supervisor Corum
   Order: Approve the minutes of November 19, 2019.
   Vote: Unanimous by members present.

9:05 AM Supervisor McDaniel entered the meeting.

3. UNSCHEDULED MATTERS
   Proceedings: a. Willows resident, Doug Ross expressed his gratitude for the community and the Board;
   b. General Services Supervising Staff Services Analyst, Joe Bettencourt gave an update on the Community Development Block Grant project for the Hamilton City Library and Community Hall. He stated seven contractors attended the walk through last week, the bid is scheduled to close on December 23rd with the bid award to come before the Board on January 7th;
   c. Hamilton City resident, Gee Singh expressed his concerns regarding the local election process and announced his intent to run as a write in candidate.

4. CONSENT CALENDAR
   Matter: Review and take actions related to the Consent Calendar as follows:
   a) ASSESSOR - ASSESSMENT ROLL CORRECTIONS
      Authorize County Assessor, or designee, to make necessary corrections to the assessment roll for tax years 2018 and 2019 pursuant to Glenn County Admin Manual 05.24.06.
   b) HEALTH AND HUMAN SERVICES AGENCY - AGREEMENT / KINGS VIEW BEHAVIORAL HEALTH SERVICES
      Authorize the Health and Human Services Agency (HHSA) Director, or designee, to sign an Agreement between the HHSA and Kings View Behavioral Health Services, and to modify or amend the Agreement with Kings View Behavioral Health Services, contingent upon the review and approval of County Counsel, County Administrative Officer, and the Department of Finance in an amount not to exceed $195,949 for Fiscal Year 2019-2020, $178,846 for Fiscal Year 2020-2021, and $189,280 for Fiscal Year 2021-2022
c) HEALTH & HUMAN SERVICES AGENCY - AGREEMENT / RESTPADD, INC.
    Authorize the Health and Human Services Agency (HHSA) Director, or designee, to sign Amendment #3 to the Agreement between the HHSA and Restpadd, Inc., a residential mental health treatment facility, and to modify or amend the Agreement contingent upon the review and approval of County Counsel, County Administrative Officer, and the Department of Finance for an amount not to exceed $165,000 (one hundred sixty-five thousand dollars) for Fiscal Year 2018-2019, $300,000 (three hundred thousand dollars) for Fiscal Year 2019-2020, and $300,000 (three hundred thousand dollars) for Fiscal Year 2020-2021.

Motion/Second: Supervisor Barr/Supervisor Minto
Order: Approve the Consent Calendar.
Vote: Unanimous.

5. HEALTH AND HUMAN SERVICES AGENCY - PRESENTATION / TOBACCO EDUCATION PROGRAM: THE TRUTH ABOUT FLAVORED TOBACCO PRODUCTS

Others Present: Vanessa Mercado, Health and Human Services Agency Program Coordinator
Carissa Kellogg, Health and Human Services Agency Health Educator


Proceedings:
   a. Health and Human Services Agency Program staff gave a presentation on the dangers of flavored tobacco products and provided supplemental material to the Board of Supervisors and audience;
   b. Supervisor McDaniel asked what data they were referencing, whereby Ms. Mercado stated they focused on data from the 2017/2018 National Youth Tobacco Survey;
   c. The Chairman thanked staff for their presentation.

6. ASSESSOR - ORDINANCE / PROVIDING FOR INTER-COUNTY TRANSFER OF BASE YEAR VALUES

Matter: Introduce “An Ordinance of the County of Glenn Amending the Glenn County Code by Adding Chapter 4.26 to Title 4 Relating to Transfer of Base-Year Values for Out-of-County Property Damaged or Destroyed by Disaster”; waive full reading; and direct the Clerk of the Board to place the ordinance on the December 17, 2019, agenda for adoption.

Proceedings:
   a. The Chairman introduced the Ordinance, waived further reading and asked staff if they had anything further to add;
   b. Assessor Clerk-Recorder Sendy Perez noted that she was available for any questions;
   c. Supervisor Corum said he was happy to see this item coming forward;
   d. Chairman Viegas having read the title of the Ordinance set forth above and waiving further reading, on motion of Supervisor Corum, seconded by Supervisor Minto, it was unanimously ordered to direct the Clerk of the Board to place the Ordinance on the December 17, 2019 agenda for adoption.

7. ORDINANCE - AMENDING TITLE 2 / DIRECTOR OF FINANCE TERM OF OFFICE

Matter: Introduce Ordinance “Amending the Glenn County Code Title 2, Chapter 2.10, Section 2.10.050 relating to the selection, term of office, and retention of the Director of Finance; waive full reading; and direct the Clerk of the Board to place the item onto the December 17, 2019 consent agenda for adoption.”

Proceedings:
   a. Chairman Viegas introduced the Ordinance, waived further reading and invited discussion;
   b. Supervisor McDaniel stated the term was going to 4 years and inquired if the release of the appointee would by traditional personnel actions, whereby Counsel Vanasek confirmed;
   c. Chairman Viegas having read title of Ordinance set forth above and waiving further reading, on motion of Supervisor Barr, seconded by Supervisor Corum, it was unanimously ordered to direct the Clerk of the Board to place the Ordinance on the December 17, 2019 agenda for adoption.
8. **ORDINANCE - AMENDING TITLE 15 / CALIFORNIA BUILDING STANDARDS CODE 2019**

Matter: Pursuant to Ordinance being introduced November 19, 2019 waive full reading; and adopt "An Ordinance Updating and Amending Sections of the Glenn County Code, Title 15, Unified Development Code, Part 3, Building Standards, Chapter 720, Adoption of Uniform Codes; and to Adopt by Reference the California Code of Regulations Title 24, 2019 Edition of the California Building Standards Code in its entirety".

Proceedings:
- a. Chairman Viegas introduced the Ordinance, waived further reading and invited discussion on the matter;
- b. Supervisor McDaniel asked if Glenn were a charter county versus general law, would Glenn be able to introduce its own building codes, whereby County Counsel Vanasek stated it would depend on the specific statute proposing to be introduced;
- c. Chairman Viegas having read title of Ordinance set forth above and waiving further reading, on motion of Supervisor Barr, seconded by Supervisor Minto, it was unanimously ordered to adopt Ordinance 1285.

9. **COUNTY ADMINISTRATIVE OFFICE - RESOLUTION / HDL SALES AND USE TAX SERVICES**

Matter: Adopt "A Resolution of The Board of Supervisors of The County of Glenn Authorizing Examination of Sales, Use and Transactions Tax Records" to examine confidential sales, use and transactions tax records of the Department of Tax and Fee Administration pertaining to sales, use and transactions taxes collected by the Department for the County.

Proceedings:
- a. County Administrative Officer Scott De Moss reviewed the aforesaid matter;
- b. Supervisor McDaniel asked if the contract was standardized or if there was room for negotiation, whereby Mr. De Moss stated the monthly charge was negotiated based on the size of the County and the consultant would provide quarterly data, and visit onsite once a year;
- c. Supervisor McDaniel confirmed we would mainly be using the software for forecasting, whereby Mr. De Moss stated it would be very helpful preparing budgets as well as economic development and stated the data is very detailed and very helpful;
- d. Chairman Viegas having read title of Ordinance set forth above and waiving further reading, on motion of Supervisor Corum, seconded by Supervisor Minto, it was unanimously ordered to adopt Resolution 2019-122.

10. **HEALTH AND HUMAN SERVICES AGENCY - RESOLUTION / ADOPTION SERVICES**

Also Present: Health & Human Services Agency

Matter: Adopt "A Resolution of the Glenn County Board of Supervisors Authorizing the Execution of an Agreement with the California Department of Social Services" authorizing the Health and Human Services Agency Director, or designee, to execute agreement 19-5008 with the California Department of Social Services for adoption services, and to modify or amend the agreement contingent upon the review and approval of County Counsel, the County Administrative Officer, and the Director of Finance for an amount not to exceed $143,929 per fiscal year.

Motion/Second: Supervisor Minto/Supervisor Corum

Order: Adopt Resolution 2019-123.

Vote: Unanimous.

11. **PERSONNEL - MEMORANDUM OF UNDERSTANDING / GLENN COUNTY PEACE OFFICERS ASSOCIATION**

Matter: Approve "Memorandum of Understanding between the County of Glenn and the Glenn County Peace Officers Association and authorize the Chairman of the Board to execute said Agreement."

Motion/Second: Supervisor McDaniel/Supervisor Minto

Order: Approve the aforesaid matter.

Vote: Unanimous.
12. **PERSONNEL - SIDE LETTER / GLENN COUNTY GENERAL UNIT MEMORANDUM OF UNDERSTANDING**

**Matter:**
1. Approve Side Letter Between the County of Glenn and the Glenn County General Unit; and
2. Authorize the Chairman of the Board to execute the Side Letter document on behalf of the County of Glenn

**Motion/Second:** Supervisor Minto/Supervisor Corum

**Order:** Approve the aforesaid matter.

**Vote:** Unanimous.

13. **PERSONNEL - RESOLUTION / AMENDING TITLE 10 - MODIFICATION OF ANNUAL LEAVE POLICY**

**Matter:** Adopt Resolution to "Amend Title 10-Personnel of the Book of Administrative Policies and Procedures of the County of Glenn, Section 10.12.23 Annual Leave."

**Proceedings:**
a. Personnel Director Linda Durrer reviewed the aforesaid matter;
   b. Supervisor McDaniel stated this would allow for the cashing out of Annual Leave, whereby Mrs. Durrer confirmed;
   c. On motion of Supervisor McDaniel, seconded by Supervisor Barr, it was unanimously ordered to adopt Resolution 2019-124.

14. **PERSONNEL - RESOLUTION / AMENDING TITLE 10 MODIFYING VACATION AND HOLIDAY POLICY**

**Matter:** Adopt Resolution to "Amend Title 10-Personnel of the Book of Administrative Policies and Procedures of the County of Glenn Section 10.12.12 - Vacation and Section 10.12.14 - Holidays ."

**Proceedings:**
a. Personnel Director Linda Durrer reviewed the aforesaid matter;
   b. On motion of Supervisor McDaniel, seconded by Supervisor Barr, it was unanimously ordered to adopt Resolution 2019-126.

15. **PERSONNEL - RESOLUTION / MODIFICATION OF OFFICE HOURS AND OFFICE CLOSURE POLICY**

**Matter:** Adopt "A Resolution to Modify Office Hours and Office Closure" and authorize the County Administrative Officer to approve a variance of the existing office hours and permit office closure of departments that do not provide emergency or mandatory services for the dates of December 26, 27, and 30.

**Proceedings:**
a. County Administrative Officer Scott De Moss reviewed the aforesaid matter;
   b. On motion of Supervisor Barr, seconded by Supervisor Corum, it was unanimously ordered to adopt Resolution 2019-125.

16. **COUNTY ADMINISTRATIVE OFFICE - AGREEMENT / LEASE WITH CHARLES C. GEYER**

**Matter:** Authorize County Administrative Officer to execute lease amendment that allows for payment of leasehold improvements at initiation of lease and lowering monthly rates for the life of the lease; and approve transfer of funds from contingency.

**Proceedings**
On motion of Supervisor McDaniel to approve the lease amendment and budget transfer, seconded by Supervisor Minto, it was unanimously ordered to approve item as presented.

17. **PUBLIC WORKS - AGREEMENT / MITIGATION BANK CREDITS COUNTY ROAD 67**

**Matter:** Authorize Public Works Director, or designee, to execute the reservation commitment letter to purchase mitigation credits from Westervelt Ecological Services for the four (4) County Road 67 Bridge Replacement Projects. Authorize Public Works Director, or designee to execute the agreement, and to modify or amend the agreement contingent upon review and approval of County Counsel. Total contract costs not to exceed $339,900.00.

**Motion/Second:** Supervisor McDaniel/Supervisor Minto

**Order:** Approve the aforesaid matter.

**Vote:** Unanimous.
18. PUBLIC WORKS - AGREEMENT / LAND LEASE AGREEMENT WILLOWS AIRPORT

Matter: Staff recommends that the Board authorize the County Administrative Officer to execute the 155.2 acre Airport Agricultural Lease with Frank and Josh Hurlburt at the Willows Airport.

Proceedings:

a. County Administrative Officer, Scott De Moss presented the aforesaid matter;

b. Supervisor McDaniel asked if lease was a multiyear lease, whereby Mr. De Moss confirmed and stated a long term lease provides mutual benefit for the County and grower;

c. Supervisor McDaniel stated concerns and suggested changing the term to a one year, whereby Interim Public Works Director, Cole Grube stated a multiyear term is beneficial due to maintaining the airport grounds;

d. Mr. De Moss suggested the Board could direct staff to bring back an amended contract and provide direction on the term of agreement, whereby, County Counsel, Mr. Vanesek stated the first term is less than one year and allows for the possibility of extension for three years after, whereby Mr. Grube added when he spoke to Mr. Hurlburt, he mentioned the prepping of the ground will take some time in order to plant winter wheat in 2020;

e. Supervisor McDaniel suggested a term from July to July; whereby Mr. Vanesek stated we would need to strike year three, four and five;

f. On motion of Supervisor McDaniel, seconded by Supervisor Minto, it was unanimously ordered to allow a one-year extension and revisit this item in June 2021 to seek bids.

19. SHERIFF - AGREEMENT / THE DANIELSON COMPANY

Also Present: Sheriff

Matter: Authorize Sheriff Rich Warren to enter into a contract with The Danielson Company for grocery and household items for the Glenn County Jail, in an amount not to exceed $70,000 for fiscal year 2019-2020.

Proceedings:

a. Sheriff Ricardo Warren reviewed the aforesaid matter;

b. On motion of Supervisor McDaniel, seconded by Supervisor Barr, it was unanimously ordered to approve as presented.

20. SHERIFF - GRANT / CAL OES PUBLIC SAFETY POWER SHUTOFF RESILIENCY ALLOCATION

Matter: Authorize Sheriff Rich Warren to enter into subrecipient agreement #021-00000 with CalOES for 2019 Public Safety Power Shutoff Resiliency Funding in an amount not to exceed $157,515 for fiscal year 2019-2020, and approve budget transfer #20-8022 appropriating funds. (Requires 4/5th vote).

Order: Approve the aforesaid matter.

Vote: Unanimous.

21. APPOINTMENT - FIRST 5 GLENN COUNTY COMMISSION

Matter: Upon recommendation of the First 5 Glenn County Commission, and with vacancy having been posted, accept resignation of Jody Meza and reappoint Heather Aulabaugh for a three-year term from 11/03/2019 to 11/03/2022.

Proceedings:

a. Supervisor McDaniel thanked Ms. Meza for her years of service on the committee;

b. On motion of Supervisor McDaniel, seconded by Supervisor Barr, it was unanimously ordered to approve the aforesaid matter.
22. **APPOINTMENT – NORTH WILLOWS COUNTY SERVICE AREA**
Matter: Notice of Vacancy having been posted and upon the recommendation of the North Willows County Service Area (NWCSA) Advisory Committee, reappoint James C. Ward to a three-year term ending December 31, 2022.

Motion/Second: Supervisor Barr/Supervisor Corum
Order: Approve the aforesaid matter.
Vote: Unanimous.

23. **DEPARTMENT OF FINANCE - 2019/2020 CONTINGENCY ANALYSIS REPORT**
Proceedings: Report was accepted. No action was taken on the aforesaid matter.

24. **BOARD MEMBER REPORTS AND FUTURE AGENDA ITEMS**
   b. Supervisors gave reports on activities and various meetings they attended;
   c. No future agenda items were heard.

10:24 a.m. - THE CHAIRMAN INVITED COMMENTS ON THE CLOSED SESSION MATTER, WHERE UPON NONE BEING HEARD THE CHAIRMAN RECESSED TO CLOSED SESSION
12:13 p.m. - THE CHAIRMAN RECONVENED TO OPEN SESSION

25. **PUBLIC EMPLOYEE APPOINTMENT - PURSUANT TO GOVERNMENT CODE SECTION 54954.5 (e) AND 54957 (b)(1)**
Also Present: Personnel
Matter: Adjourn to Closed Session pursuant to Government Code Section 54954.5 (e) and 54957 (b)(1) to consider Public Employee Appointment – Public Works Director.
Proceedings: No reportable action was taken.

26. The Chairman adjourned the meeting at 12:14 p.m.

____________________________________
JOHN K. VIEGAS, Chairman

ATTEST:
Di Aulabaugh
Clerk of the Board of Supervisors

BY: ___________________________
ASHLEE VENEMAN, ASA II - Deputy Clerk