

Board of Supervisors

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County of Colusa

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COLUSA COUNTY BOARD OF SUPERVISORS

Agenda

September 17, 2024

Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

NOTE: You can listen to the meeting by dialing one of the numbers below:

Phone: 1-916-246-0723
Toll-Free: 1-800-356-8278
Code: 401978 - **THIS LINE IS FOR LISTENING IN ONLY**

9:00 a.m. CALL TO ORDER
o Opening Prayer - Pledge of Allegiance
o Period of Public Comment
o Report out of September 3, 2024 Closed Session
o Announcement of Closed Session

- I. STAFF REPORTS- **Note: 3 minutes allowed per Department for Staff Reports.** This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

CONSENT AGENDA

Approve Consent Agenda Item No.'s 1 through 20.

1. BOARD OF SUPERVISORS
Approve the September 3, 2024 Board of Supervisors Regular Meeting Minutes.

2. ADMINISTRATION
Authorize Board Clerk to assign a County Contract Number to the **State of California Department of Water Resources** agreement number 4600016055 for the County of Colusa Drought Resiliency and Planning Project.
3. AG COMMISSIONER
Approve agreement (No. 23-0529-005-SF) with **California Department of Food and Agriculture**, Pierce's Disease Control Program (PDCP) for Glassy-Winged Sharpshooter (GWSS), effective July 1, 2024.
4. AUDITOR
Adopt a Resolution fixing the Colusa County Secured Property Tax Rates for Fiscal Year 2024-25.
5. HEALTH AND HUMAN SERVICES
Re-approve C24-063 2nd Amendment (21-5065 A1) with the **California Department of Social Services (CDSS)** for adoption services on behalf of Colusa County.
6. HEALTH AND HUMAN SERVICES
Approve Amendment No. 4 and Amendment No. 5 to Subcontract (Agreement No. 21-007) with **Chico State Enterprises**, for Senior Nutrition Program funding, effective July 1, 2021, and authorize County Administrative Officer to sign.
7. PUBLIC WORKS/ROAD DEPARTMENT/SOLID WASTE
Adopt a Resolution authorizing the submittal of application(s) for CalRecycle Household Hazardous Waste grants which Colusa County is eligible for.
8. PURCHASING AND PROCUREMENT/PUBLIC WORKS/ROAD
Approve 3rd Modification with **Ramos Oil Company, dba Ramos Environmental Services**, for environmental waste disposal services, effective October 1, 2024.
9. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Adopt specifications and working details for Request for Bids (RFB) for procurement and installation of door access controls at Behavioral Health located at 162 E. Carson St., Colusa and authorize the Clerk to post notice of same.
10. PURCHASING AND PROCUREMENT/MAINTENANCE
Adopt specifications and working details for the Request for Bids (RFB) for the Historic Courthouse window repair located at 547 Market St., Colusa, Ca and authorize the Clerk to post notice of same.
11. PURCHASING AND PROCUREMENT/DHHS
Ratify 1st Modification with **Precision West Telecommunications, dba Precision West Technologies**, Inc to extend the term of the contract.
12. PURCHASING AND PROCUREMENT/SHERIFF'S OFFICE
Ratify Modification No. 2, (CCDTF1) with **Clark & Sullivan Construction and Broward Buildings, Inc., a Joint Venture**, for the Colusa County Sheriff's Office jail project to update the project schedule.

13. PURCHASING AND PROCUREMENT/SHERIFF'S OFFICE
Pursuant to Policy 401, Section 4.2.3, ratify emergency Purchase Order 10107192024 with Sutter Buttes Communications in the amount of \$22,893.45 for the purchase of an amplified paging system for the Colusa County Sheriff's Office.
14. PURCHASING AND PROCUREMENT/PROBATION
Approve Contract with **Colusa County Office of Education** to compensate the Probation Department for time and expenses to participate in the School Attendance Review Board, effective August 1, 2024.
15. PURCHASING AND PROCUREMENT/DHHS
Ratify 2nd Modification to upgrade all sinks and the 3rd Modification to replace pocket wall and sliding door with a bulkhead wall with swing door to close off the cab area with **Matthews Specialty Vehicles** for the MSV Series 4000WB-38 Mobile Clinic.
16. PURCHASING AND PROCUREMENT/PURCHASING
Ratify the following purchase orders for Board approved fixed asset purchases with the FY 24-25 recommended budget: purchase order number 10107292024A in the amount of \$17,005.55 for portable radios for Colusa County Office of Emergency Services, purchase order number 10107152024 in the amount of \$231,930.16 for four vehicles for Colusa County Sheriff Office and purchase order 53507222024 in the amount of \$48,581.81 for the purchase of one vehicle for the Probation Department.
17. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve 5th Modification with **Sierra Mental Wellness Group** for updated contract language to allow Contractor to utilize county vehicles for mobile crisis services, effective September 17, 2024.
18. PURCHASING AND PROCUREMENT/MAINTENANCE
Approve contract with **Mesa Energy Systems, dba EMCOR Services Mesa Energy**, for HVAC and equipment maintenance, effective October 1, 2024.
19. PURCHASING AND PROCUREMENT/DHSS
Re-approve Contract No. **C24-155 (No. 24-5014)** with **California Department of Social Services** for services associated with the Resource Family Approval program for complaint investigations, effective July 1, 2024.
20. TREASURER
Accept August 2024 Treasury Monthly Investment Report as presented.

END OF CONSENT AGENDA

III. HUMAN RESOURCES

1. Amend the September 3, 2024, approval of the .8 FTE (Full-Time Equivalent) allocation for the classification of Library Assistant I MSC09 (\$2,588-4,253) and Position Allocation Schedule for the Library as follows: Change a .50 FTE to an .80 FTE allocation, delete two permanent part-

time allocations (.4267 and .5067 FTE), change a .40 FTE allocation to 0.2666 FTE, effective September 1, 2024.

2. Approve salary range adjustments for the classifications of Fiscal Administrative Officer ("FAO") effective September 1, 2024 as follows: Fiscal Admin Officer (40 Hours) from MGT51 (\$5,875 - \$9,648) to MGT21 (\$6,239 - \$10,237) and Fiscal Admin Officer (37.5 Hours) from MGT16 (\$5,510 - \$9,045) to MGT18 (\$5,790 - \$9,504).
3. Adopt the job description and salary for the NEW classification of Peer Support Supervisor at salary range MSC19 (\$3,316-\$5,450 per mo.), and allocate the classification to the Miscellaneous Unit. Further, amend the Behavioral Health Department's Position Allocation Schedule (Budget Number 713) by adding a Peer Support Supervisor allocation and deleting a vacant Consumer/Family Member Services Liaison allocation, effective September 1, 2024.
4. Adopt revised Job Class Table reflecting salary range adjustments for the Air Pollution Standards Officer series and Fiscal Administrative Officer classifications, and the addition of new classification of Peer Support Supervisor, effective September 1, 2024.

IV. HEALTH AND HUMAN SERVICES

1. Presentation by Lauren Wong, Executive Director, Tri Counties Community Action Partnership (TCCAP) regarding the Community Health Assessment (CHA) and the development of a Community Health Improvement Plan (CHIP).

V. COMMUNITY DEVELOPMENT DEPARTMENT

1. Second reading, by title only, and adoption of an Ordinance establishing the process to determine the refund amount of Building Permit fees.

VI. COUNTY ADMINISTRATIVE OFFICE

1. Approve Special Claims as follows:

<u>Invoice #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
950036473	BUILDING & GROUNDS	EMCOR SERVICES	\$710.00
950036684	BUILDING & GROUNDS	EMCOR SERVICES	\$832.40
9021809670	HEALTH & HUMAN SERVICES	WILLIAMS SCOTSMAN INC	\$6,497.48

2. Approve FY 23/24 Revenue and Appropriations Inter-Budget adjustment IB-031-IB-032. **(4/5 vote required)**
3. Approve FY 23/24 Revenue and Appropriations Intra-Budget Contingency Request Adjustment No. B-24200. **(4/5th vote required)**

VII. SUPERVISORS' REPORTS OR COMMENTS

VIII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

IX. CLOSED SESSION

1. EMPLOYEE PERFORMANCE EVALUATION
California Government Code section 54957(b). Title: CAO.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of **15 minutes per issue** and each individual or group will be limited to no more than **5 minutes each**. **Note:** No Board action shall be taken on comments received.

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS: Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.