



BOARD OF SUPERVISORS
ALPINE COUNTY
County Administrative Office Building
Post Office Box 158
Markleeville, California 96120
Telephone (530) 694-2281

MINUTES
May 18, 2010

1. CALL TO ORDER / CLOSED SESSION

Chair Donald M. Jardine called the closed session to order at 8:30 a.m. with Supervisors Henry C. Veatch, Phillip D. Bennett, Terry Woodrow and Tom Sweeney present.

Chair Jardine announced that the Board would adjourn to closed session to discuss the following items. Upon reconvening from closed session, Chair Jardine announced the Board had been in closed session and gave the following report.

1.1 Conference With Labor Negotiator - (GC§ § 54954.5 And 54957.6)

Agency Negotiator: William May and/or CAO, Pamela Knorr

Employee Organizations: OE Local 3, Alpine County Deputy Sheriff's Assn., OE Local 3, Alpine County Miscellaneous Employees Assn.; and Alpine County Law Enforcement Management Assn.

Information given.

1.2 Public Employee Appointment - County Librarian (GC § § 54954.5 and 54957)

Direction given.

2. CALL TO ORDER, ANY OF THE FOLLOWING AGENCIES FOR WHICH THE BOARD OF SUPERVISORS SITS AS OFFICERS: LOCAL TRANSPORTATION COMMISSION / BOARD OF EQUALIZATION / WATER AGENCY. None.

3. CALL TO ORDER REGULAR MEETING

Supervisors Donald M. Jardine, Henry C. Veatch, Phillip D. Bennett, Terry Woodrow, and Tom Sweeney were present. Chair Jardine called the regular meeting to order at 9:00 a.m.

JUSTIFICATION FOR THE NECESSITY FOR THE BOARD OF SUPERVISORS TO TAKE ACTION ON MATTERS NOT ON THE POSTED AGENDA.

Chair Jardine reported the urgency item had been received after the posting of the regular agenda and explained that the issue was not known prior to the preparation of the Board of Supervisors agenda.

MOTION Woodrow/SECOND Veatch approving consideration of urgency item: Reschedule Preliminary Budget hearings and schedule regular Board meeting for June 1 , 2010.
ALL AYES: MOTION CARRIED.

See item 10.9

4. ORAL COMMUNICATION – GENERAL PUBLIC COMMENT

This portion of the meeting is an opportunity for members of the public to address the Board of Supervisors on subjects relating to County business. No action can be taken on matters not listed on the agenda.

None.

5. DEPARTMENT ANNOUNCEMENTS OR REPORTS None.

6. BOARD MEMBERS ANNOUNCEMENTS OR REPORTS

Supervisor District 1 Donald M. Jardine attended Candidates Night on 5/5; Community Health Care Clinic on 5/6; California Water Quality Control Board Lahonton Region meeting on 5/16 and 5/17; Fire Safe Council meeting on 5/15; Carson Water Subconservancy District meeting on 5/19; would attend a Historical Society Potluck on 5/20; Broadband Internet Service meeting on 5/21; Sierra Nevada Conservancy meeting on 6/2 and 6/3; reported the Friends of the Library would host their annual Wine in the Garden event on 6/18.

Supervisor District 2 Henry C. Veatch attended a Great Basin Unified Air Pollution Control District meeting on 5/17.

Supervisor District 3 Phillip D. Bennett attended a Family Support Council training on 5/7; would attend an Alpine County Mental Health Board meeting on 5/19; a Woodfords Community V.I.P. meeting on 5/20.

Supervisor District 4 Terry Woodrow reported Ebbett's Pass was scheduled to open by 5/28; attended a Bear Valley Business Association meeting on 5/12; Kirkwood Meadows Public Utility District meeting on 5/13; CSAC training on 5/14; Fire Safe Council meeting on 5/15; will attend Central Sierra Resource Conservation and Development meeting on 5/20; Central Sierra Child Support Agency Board of Directors meeting on 5/21; Ebbett's Pass Scenic Byway meeting on 5/24 ; Alpine Kids event on 5/26; CSA meeting on 5/26; reported the United States Forest Service had not responded to letters regarding their intention to restore the Monte Wolfe Cabin.

Supervisor District 5 Tom Sweeney attended Candidates Night on 5/5; Community Health Care Clinic on 5/6; District 5 meeting on 5/8; CSAC training on 5/14; Great Basin Unified Air Pollution Control District meeting on 5/17; would attend the Historical Society Potluck on 5/20.

7. CONSENT AGENDA

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

Chair Jardine asked if there were any public comments on any consent agenda items and there were none.

MOTION Woodrow/SECOND Veatch approving the consent agenda as follows:

- 7.1 Regular meeting minutes of 5-4-2010.
- 7.2 Request approval of County claims.
- 7.3 Anniversary step increase for Assistant County Clerk to Range 43/Step 4 (\$3,871) effective June 16, 2010.
- 7.4 **Contract No. CC2010-41** employee agreement by and between the County of Alpine and Dr. Richard Harvey, Public Health Officer, July 1, 2010 through June 30, 2011.
- 7.5 **Contract No. CC2010-42** employee agreement by and between the County of Alpine and Kathy Snyder, Bear Valley Public Outreach Nurse, July 1, 2010 through June 30, 2011.
- 7.6 **Contract No. CC2010-43** a service agreement by and between the County of Alpine and California Association of Environmental Health Administrators (CAEHA), July 1, 2010 through June 30, 2011.
- 7.7 **Contract No. CC2010-44** amendment I to CC88-30 Fire and Emergency Mutual Aid Agreement with Lake Tahoe Regional Fire Chiefs Association.

- 7.8 Contract No. CC2010-45** between E Squared C and the County of Alpine for continuing Information Technologies services.
- 7.9 CC2010-46** Mental Health Services Act Community Services and Support Work Plan for fiscal year 2009-2010.
- 7.10** Purchase of emergency food canisters through the Homeland Security Grant.
- 7.11** Purchase of 8 protective ballistic vests for law enforcement personnel in an amount not to exceed \$9,300; appropriation transfer from Sheriff Special Fund (295-295-53000-396) in the amount of \$9,300 to Clothing Cost (295-295-53000-389); Auditor to make budget transfer/changes.
- 7.12** Purchase of new server, software and installation from E Squared C for the Alpine County Sheriff's Office; transfer \$18,000 from 100-149-55000-586 (technical support) and \$3,000 from 500-521-25934-000 (asset forfeiture trust) to 100-149-57000-700 (computers); Auditor to make budget transfers/changes.

ALL AYES: MOTION CARRIED.

8. BID OPENINGS / PUBLIC HEARINGS.

8.1 Public hearing and request for adoption of a resolution rescinding Resolution R2008-67 and establishing fees for administrative services and products: County Clerk. - County Clerk

County Clerk Barbara Howard reported the resolution would establish a \$30 non-refundable processing fee for an Application for Changed Assessment and revise the fee for Findings of Fact in appeals to the Board of Supervisors from \$25 to \$400 to offset some of the expenses of County Counsel to prepare the document.

Chair Jardine opened the public hearing at 10:35 a.m.

There was no public comment.

Chair Jardine closed the public hearing at 10:36 a.m.

MOTION Veatch/SECOND Woodrow adopting Resolution No. R2010-21 rescinding Resolution R2008-67 and establishing fees for administrative services and products: County Clerk.
ALL AYES: MOTION CARRIED.

9. REGULAR AGENDA – UNFINISHED BUSINESS

9.1 Continued update and possible action regarding Auditor Staff Report year to date budget update (Ref. 1-6-2007 and continuing the second meeting of every month.)

Auditor/Controller Randi Makley gave the following report:

- Distributed the 4/30/2010 financial report.
- All departments were within their budgets.
- All tax dollars received as of 4/10/2010 had been apportioned.
- Had exceeded year-to-date revenue estimates by \$40,000.

9.2 Presentation by CSAC representatives regarding budget update. – CAO

California State Association of Counties Deputy Director Jim Wiltshire reported the State was in a 9th extraordinary session in addition to their regular sessions; reviewed the Governor's 2010-11 May Budget Revision; it included 65% in cuts, pension reforms but no tax increases.

9.3 Continued discussion of status and progress of County communications system construction update. (Ref. 8-18-2009 and continuing each meeting) A) Hawkins Peak B) Leviathan Peak.

County Administrative Officer Pamela Knorr reported the lobbying trip to Washington D.C. was productive; had met with United States Forest Service Law Enforcement Branch, other California Representatives, Nevada delegations, Representative Lundgren and Senator Feinstein's staff. Knorr reported the main reason Alpine County was a key player in the communications projects was because the mountains within the County prevented the ability to communicate with other areas of the State.

10. REGULAR AGENDA-NEW BUSINESS

10.1 Presentation of Audit Report for period ending June 30, 2009 by Janet Dutcher of Galina LLC. - Auditor/Controller

Galina LLC representative Janet Dutcher explained the audit report layouts; reported the material weaknesses and deficiencies from the previous years had been fixed because of help from the contracted CPA Rodney Craig Goodman Jr.

10.2 Presentation, discussion and possible direction to staff regarding the Community Development User Fee Study. - Community Development Director

Community Development Director Brian Peters reported MGT of America completed a fee study to document the cost of providing permit processing and development review services in advance of making recommendations for revising the fee schedule. Peters reviewed the study and requested feedback and direction for moving forward with the revisions.

MGT of America representative Jeff Wakefield reviewed the methodology of the fee study.

Direction to staff to bring back the fee schedule with various scenarios for up to 100% recovery of cost and show the impacts to the general fund with each scenario.

10.3 Discussion regarding Temporary Assistance for Needy Families (TANF) Emergency Contingency Fund (ECF). - Director Health and Human Services

Director Health and Human Services Stacy Olson reported the funding was from federal stimulus money; Health and Human Services would look to partner with local employers to use the funding as a job subsidy; individuals would need to be Calworks clients and/or be 200% below poverty level to be eligible for benefits. Olson reported that Health and Human Services would conduct the initial screening to determine eligibility and would provide employers information to hand out to staff.

10.4 Request approval to issue funding for Child Abuse Prevention Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP), Promoting Safe and Stable Families (PSSF) and Alcohol/Drug prevention programs. - Director Health and Human Services

Supervisor Veatch recused himself because of his wife work with the Alpine Children's Center an agency recommended for funding.

Health and Human Services Director Stacy Olson and Behavioral Health Clinic Coordinator Tracy Cassity reviewed the RFP process, methodology and what agencies were recommended for funding. Olson reported they would explore other funding options for agencies that were not recommended for funding.

Supervisor Bennett requested a copy of the application packet submitted for the Woodfords Alpine Recreation Department be sent to him for review.

MOTION Woodrow/SECOND ~~Veatch~~ {+Sweeney+} approving Child Abuse Prevention Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP), Promoting Safe and Stable Families (PSSF) funding as follows: Alpine Children's Center Home Visitor Program

\$36,000, Alpine County Women's Center \$10,424, Woodfords Indian Education Center \$26,680, Bear Valley Parents Group \$29,896; Alcohol/Drug prevention funding as follows: Bear Valley Parents Group \$20,000, Tahoe Youth and Family Services \$20,000, Woodfords Alpine Recreation Department \$20,000.

**AYES: Supervisor Jardine, Bennett, Woodrow, Sweeney;
ABSTAIN: Supervisor Veatch;
MOTION CARRIED.**

10.5 Health and Human Services quarterly report. - Director Health and Human Services

Health and Human Services Director Stacy Olson, Public Health Officer Dr. Richard Harvey and Environmental Specialist Dennis Lampson gave a Health Services, Human Services and fiscal update and reviewed goals going forward.

10.6 Request to approve a professional services agreement with Rodney Craig Goodman, Jr., CPA, for FY 2010-2011 for an amount not to exceed \$30,000.00 with contract subject to review by County Counsel and approval of a resolution making a sole source finding or dispensing with public bidding. - Auditor/Controller

Auditor/Controller Randi Makley reported this was the second year of services needed to complete employee training, implementation and modification to the accounting system in an effort to meet SAS 112 requirements.

**MOTION Veatch/SECOND Sweeney adopting Resolution No. R2010-22 making sole source finding or dispensing with public bidding.
ALL AYES: MOTION CARRIED.**

**MOTION Veatch/SECOND Sweeney approving Contract No. CC2010-47 a professional services agreement with Rodney Craig Goodman, Jr., CPA, for FY 2010-2011 for an amount not to exceed \$30,000.00 with contract subject to review by County Counsel
ALL AYES: MOTION CARRIED.**

10.7 Request to accept Notice of Completion for the Woodfords water tank and pressure sustaining water system projects; authorize release of final payment and retained funds; transfer responsibility for control and operation to Community Development Agency. – Sheriff

Sheriff John Crawford reported the project was started by ~~Community Development~~ {+Public Works+}; the Sheriff's Office took over the project and saw it to completion.

Auditor/Controller Randi Makley reported the project was budgeted for \$108,000; final cost was \$303,000.

**MOTION Veatch/SECOND Woodrow accepting Notice of Completion for the Woodfords water tank and pressure sustaining water system projects; release of final payment and retained funds; transfer responsibility for control and operation to Community Development Agency.
ALL AYES: MOTION CARRIED.**

10.8 Request adoption of resolution repealing R2008-13 and establishing the time and place for holding regular meetings of the Board of Supervisors, adopting rules and procedures for the conduct of the Board of Supervisors meetings. - County Clerk

County Counsel Martin Fine reported this item consisted of language corrections; changes to the deadline to place items on the agenda.

Direction to County Counsel to make minor language changes and bring back the item.

ITEM CONTINUED TO 6/1

10.9 Request to reschedule preliminary budget hearings and schedule regular Board meeting for June 1, 2010. – CAO

County Administrative Officer Pamela Knorr reported budget hearings to approve the preliminary budget had been scheduled for May 28, 2010; preparation of the documents in accordance with Government Code Section 29080 had not been completed therefore preliminary budget hearings must be re-scheduled.

Budget Hearings were rescheduled for Monday June 14, 2010 at 8:00 a.m.; the Board of Supervisors would reschedule the June 1st meeting.

11. ADMINISTRATIVE MATTERS

11.1 County Administrative Officer update and oral communication.

County Administrative Officer Pamela Knorr gave the following report:

- Would not be able to attend the June 1st Board meeting; County Counsel would represent her.
- Attended the District 5 meeting.

11.2 County Counsel update and oral communication.

County Counsel Martin Fine had nothing further to report.

11. ADJOURNMENT

The Board adjourned to the regular meeting of June 1, 2010 at 9:00 a.m. at the County Administrative Office Building, Markleeville, California.

Donald M. Jardine Chair, Board of Supervisors
County of Alpine, State of California

ATTEST:

Barbara Howard, County Clerk & ex officio
Clerk of the Board of Supervisors
By: Sarah Simis, Assistant County Clerk