

NED COE
1st District

KATHIE RHOADS
3rd District

ELIZABETH CAVASSO
4th District

GERI BYRNE
5th District



TIFFANY A. MARTINEZ
CLERK OF THE BOARD
OF SUPERVISORS

204 S. COURT STREET
ALTURAS, CALIFORNIA 96101

PHONE: (530) 233-6201

REGULAR MEETING

March 8, 2022

10:00 AM Call to Order

Attendee Name	Title	Status	Arrived
Ned Coe	Supervisor District I	Present	10:00 AM
Kathie Rhoads	Supervisor District III	Present	10:00 AM
Elizabeth Cavasso	Supervisor District IV	Present	10:00 AM
Geri Byrne	Supervisor District V	Present	10:00 AM
Chester Robertson	County Administration Officer	Present	10:00 AM
Tiffany Martinez	Clerk of the Board/ACAO	Present	10:00 AM
Mickey Cole	Extra Help	Present	10:00 AM
Margaret Long	County Counsel	Present	10:00 AM

Pledge of Allegiance

Moment of Prayer

Public Comment

Farm Advisor Administrative Assistant, Cheryl Kunert, reported on the following: 1) Invitation to Modoc Ag Expo; 2) Fish and Game Commission held an interview this week for the position of Secretary; 3) Potential Commissioner for District I.

Approval or Additions/Deletions to Agenda

Motion to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

Correspondence

Clerk of the Board Extra Help, Mickey Cole, reported receiving a letter from Modoc County Resident, Doreen SmithPower relating to a submitted application with the Probation Department.

a. Correspondence Received - Cedarville Park Project Community Meeting

RESULT:	ANNOUNCED
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b. Correspondence Received - Davis Creek Park Project Meeting Flyer

RESULT:	ANNOUNCED
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c. Correspondence Received - Lookout Park Project Community Meeting Flyer

RESULT:	ANNOUNCED
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d. Correspondence Received - Letter from Doreen SmithPower

RESULT:	ANNOUNCED
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Department Head Reports

Road Commissioner, Mitch Crosby, provided a report on the following: 1) Federal Aviation Administration (FAA) continued to review the draft environmental assessment with no time frame for completion; 2) Grant for the Tulalake Airport layout for FAA required updates; 3) Road department work on current project list; 4) Clean California grant had been offered and would be used for improvements to the Alturas Park.

Planning Director, Sean Curtis, provided a report on the Secure Rural Schools funding money for Title II and Title III. Planning Director Curtis thanked Consultant, Bob Weidner, for his assistance with the legislation.

1. Board of Supervisors Items:

1.a. CONSIDERATION/ACTION: Requesting approval and authorization to proclaim the month of March as American Red Cross Month. (Board of Supervisors)

American Red Cross Disaster Action Team Regional Program Lead, Lau Miller, invited all to visit the American Red Cross office and thanked the Board of Supervisors for the proclamation to authorize and proclaim the month of March as American Red Cross month.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

2. Consent Agenda Items:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

2.a. **CONSIDERATION/ACTION: Requesting approval for the February 8, 2022 Board of Supervisors meeting minutes. (Clerk of the Board)**

2.b. **CONSIDERATION/ACTION: Requesting approval of the February 22, 2022 Board of Supervisors meeting minutes. (Clerk of the Board)**

3. Information & Technology Items:

3.a. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a Revize web service sales agreement for the establishment of an employee intranet in the amount of \$950.00. (Information Technology)**

Assistant County Administrative Officer, Tiffany Martinez, provided a background on the proposed service agreement.

Contract# 2022-22

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

4. Auditor Items:

4.a. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a contract between the County of Modoc and Ray Morgan Company for a five-year lease on a Ricoh IMC4500 copier not to exceed \$152.80 per month, effective upon acceptance. (Auditor)**

Auditor, Stephanie Wellemeyer, provided a background on the proposed lease.

Contract# 2022-23

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

5. Taylor Grazing Items:

- 5.a. CONSIDERATION/ACTION: Requesting approval and authorization of funding for: Harris/Bunyard - Boggs Allotment - Livestock Well Project, in the amount of \$13,500.00 as approved and recommended by the Modoc County Grazing Advisory Board. (Taylor Grazing)**

Farm Advisor Administrative Assistant, Cheryl Kunert, provided a background on the proposed funding.

Supervisor Coe asked if the balance of the project cost would be met by the permittees.

Farm Advisor Kunert replied the balance of the project cost would be met by the permittees.

Contract# 2022-24

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

6. Planning Department Items:

- 6.a. CONSIDERATION/ACTION: Requesting approval and authorization for Chair of Board to sign a Professional Services Agreement between the County of Modoc and GHD Inc. for County Surveyor Services, effective January 1, 2022 through December 31, 2022. (Planning)**

Planning Director, Sean Curtis, provided a background on the annual contract for county surveying services and reported the contract had remained unchanged for the past three (3) years.

Contract# 2022-25

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

- 6.b. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a service agreement between the County of Modoc and IWorQ Systems Inc. in the amount of \$9,300.00, effective February 24, 2022 through February 23, 2023. (Planning)**

Planning Director, Sean Curtis, provided a background on the proposed service agreement and reported the service agreement would be utilized by the following: 1) Planning Department; 2) Building Department; 3) Road Department; 4) Department of Health Services.

Contract# 2022-26

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Rhoads, Cavasso, Byrne

7. Sheriff/Coroner Items:

- 7.a. CONSIDERATION/ACTION: Requesting approval and authorization to award the lowest qualified bidder to 911 Rapid Response for two (2) replacement vehicles for the Sheriff's Department to 911 Rapid Response, in the amount of \$49,587.90 plus sales tax of \$3,472.96 each. (Office of Emergency Services)**

Sheriff, Tex Dowdy, provided a background on the proposed bid acceptance and provided a report on the following: 1) Vehicle purchase; 2) Upfitting of vehicles; 3) Shipping costs for each vehicle.

A discussion followed and questions were asked of Sheriff Dowdy and Deputy Director of the Office of Emergency Service, Heather Hadwick.

Supervisor Byrne requested the total costs per vehicle be recalculated to properly reflect no sales tax fee on labor for vehicle upfitting.

Deputy Director of OES Hadwick replied the costs per vehicle would be recalculated to remove the sales tax fee on labor for vehicle upfitting.

Contract# 2022-27

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

- 7.b. CONSIDERATION/ACTION: Requesting approval budget modification for Fiscal Year 2021/2022 to General Fund 001; Sheriff Unit 2110 modifying total revenues in amount of \$74,230 and total expenditures \$74,230 (Sheriff's Office)**

Deputy Director of the Office of Emergency Services (OES), Heather Hadwick, provided a background on the proposed budget modification.

Supervisor Coe reported when reviewing the audit trail, the budget modification would leave minimal funds for in-office expenses for the remainder of the year

Deputy Director of OES Hadwick reported OES had stocked up previously on office supplies and had other grants which could cover future office costs.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

8. Road/Airport Items:

8.a. CONSIDERATION/ACTION: Requesting approval of a Resolution confirming the 2022 County Maintained Road Mileage of 982.872 miles. (Road/Airport)

Road Commissioner, Mitch Crosby, provided a background on the annual resolution.

Resolution# 2022-09

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

FINAL CERTIFIED RESOLUTION# 2022-09

RESULT:	ANNOUNCED
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8.b. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign the Architectural/Engineering/Construction Professional Services Contract with Brandley Engineering, for on call services needed for airports located in Modoc County, effective March 8, 2022 through March 7, 2027. (Road/Airport)

Road Commissioner, Mitch Crosby, provided a background on the five (5) year contract. Road Commissioner Crosby reported there had been only one interested consultant who provided a bid, which was the same company they had been contracted with for several years. Road Commissioner Crosby reported the service the company had provided in the past had been a positive experience.

Supervisor Coe asked if there would be any additional cost aside from fees for services as needed.

Road Commissioner Crosby reported there would be no additional cost aside from fees for services as needed.

Contract# 2022-28

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

- 8.c. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign the Planning/Environmental Professional Services Contract with Brandley Engineering, for on call services needed for airports located in Modoc County, effective March 8, 2022 through March 7, 2027. (Road/Airport)**

Road Commissioner, Mitch Crosby, provided a background on the proposed contract.

Contract# 2022-29

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

9. Administrative Services Items:

- 9.a. **CONSIDERATION/ACTION: Requesting approval of a Resolution to authorize the Office of Administration to apply for the Small Community Drought Relief Program for the Modoc County Drought Mitigation and Response Program in the amount of \$400,000.00. (Administrative Services)**

Assistant County Administrative Officer (ACAO), Tiffany Martinez, provided a background on the resolution.

Supervisor Coe reported within the grant application it outlined two resource centers in Alturas, both the Alturas Library and the Agriculture Department office.

ACAO Martinez reported there would be resources provided in both Alturas locations identified within the grant application.

Supervisor Coe recommended to modify language within the grant to reflect both locations would be utilized rather than the current language which appeared to be in conflict.

ACAO Martinez replied the language would be modified as recommended. ACAO Martinez reported there would be no match to the grant.

Resolution# 2022-10

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne

FINAL CERTIFIED RESOLUTION# 2022-10

RESULT:	ANNOUNCED
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10. Board of Supervisors Items:

- 10.a. CONSIDERATION/ACTION: Requesting approval of a recommendation to the Board of Supervisors from the Payroll and Audit Committee to place the completed County of Modoc audits on the Board of Supervisors and the Modoc County Auditor's website page for public transparency. (Board of Supervisors)**

Supervisor Rhoads reported the County of Modoc audits would be available on the County of Modoc as well as the Auditor's website by the end of March, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

- 10.b. DISCUSSION/INFORMATION: Update from the Payroll and Audit Committee on the status of the progress of the payroll transition for the County of Modoc. (Board of Supervisors)**

Supervisor Rhoads provided an update on the status of the progress of the payroll transition for the County of Modoc. Supervisor Rhoads reported on the following: 1) Payroll transition would be continued; 2) Additional information would be needed; 3) Work in progress; 4) No completion date given.

- 10.c. CONSIDERATION/ACTION: Requesting approval of a recommendation to the Board of Supervisors from the Payroll and Audit Committee regarding the monthly financial reports provided from the Auditor's office. (Board of Supervisors)**

Supervisor Rhoads reported the monthly financial report would be a consolidated balance sheet to allow the Board of Supervisors to more easily track movement of funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

10.d. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a letter of support for the 9th Annual Survival Century Bike Ride. (Board of Supervisors)

Supervisor Byrne provided a background on the letter of support.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Rhoads, Cavasso, Byrne

10.e. CONSIDERATION/ACTION: Requesting approval of a continuing resolution authorizing remote teleconference meetings of the legislative bodies of Modoc County pursuant to Brown Act provisions. (Board of Supervisors)

Resolution# 2022-11

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne

FINAL CERTIFIED RESOLUTION# 2022-11

RESULT:	ANNOUNCED
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10:36 a.m. Supervisor Byrne handed the gavel to Supervisor Rhoads and left the meeting room.

11. Comments/Reports:

a. Public Comments

None.

b. Administrative Services Report

County Administrative Officer, Chester Robertson, provided a report on the following: 1) Meeting with SNPAD regarding Newell pest abatement issue; 2) Tiny, Mighty, and Strong meeting; 3)

Castlerock meeting; 4) Drought Resource Center meeting; 5) Modoc County Reclassification Review and Salary Adjustment Standing Committee meeting; 6) Modoc County Payroll and Audit Oversight Standing Committee meeting; 7) Watermaster meeting; 8) Lookout Park meeting; 9) Lookout Pest Abatement board meeting; 10) PRISM Board of Directors meeting; 11) Closeout date on county employee Omicron COVID-19 variant; 12) Road Department on Clean California grant meeting; 13) Adin Community Park meeting; 14) Follow up on formal complaints filed with code enforcement agencies; 15) Thank you letter received from Adin Community Park; 16) Code Enforcement Ad Hoc Committee meeting; 17) Extra help hired for watermaster position; 18) Fire Safe Council rental of Watermaster building room; 19) Signed reimbursement agreements with seven (7) Air Pollution grants including plans to identify location options for a vehicle charging station; 20) Received calls from multiple departments regarding increased fuel costs; 21) Plans to buy inventory of tires due to expected increase in prices; 22) First new health insurance meeting with PACE.

c. Department Head Reports

None.

d. Board of Supervisors Reports

Supervisor Coe reported on the following: 1) Modoc County Agriculture Department Growers Day meeting; 2) Surprise Valley Service Club meeting; 3) Family Farm Alliance conference; 4) Staff meeting with Senator Rosen (Nevada) regarding Washoe Lands and wilderness bill; 5) California State Association of Counties (CSAC) board meeting; 6) Tri-Counties meeting; 7) Wolf Working Group meeting; 8) Constituent communication received.

Supervisor Cavasso reported on the following: 1) Local Oral Health program and Maternal Child Adolescence Health meeting; 2) Monthly COVID-19 update meeting; 3) Adin town hall meeting; 4) Moving Modoc Forward group meeting.

Supervisor Rhoads reported on the following: 1) Modoc County Reclassification Review and Salary Adjustment Standing Committee meeting; 2) Modoc County Payroll and Audit Oversight Standing Committee meeting; 3) United States Forest Service (USFS) Recreation meeting; 4) Alturas Park Project meeting.

ADJOURNMENT

Motion to adjourn.

Motion to adjourn the March 8, 2022 meeting.

RESULT:	APPROVED [3 TO 0]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso
AWAY:	Byrne

There being no further business to come before the Board at this time, the meeting was adjourned to meet in regular session Tuesday, March 22 at 10:00 a.m.

Tiffany A. Martinez
Clerk of the Board

Geri Byrne
Chair, Modoc County Board of Supervisors