

## Board of Supervisors

J. Merced Corona, District I,  
Vice Chair  
Daurice K. Smith, District II  
Kent S. Boes, District III  
Gary J. Evans, District IV, Chair  
Denise J. Carter, District V



## County of Colusa

Wendy G. Tyler, CAO/Clerk to the  
Board of Supervisors/Risk Manager  
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### COLUSA COUNTY BOARD OF SUPERVISORS

## Minutes November 23, 2021

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

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 23<sup>rd</sup> day of November 2021 at the hour of 9:00 a.m. Present: Supervisors Daurice K. Smith, Kent S. Boes, Denise J. Carter, J. Merced Corona and Gary J. Evans.

Opening Prayer - Pledge of Allegiance

#### PERIOD OF PUBLIC COMMENT

None.

#### REPORT OUT OF NOVEMBER 9, 2021 CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Initiation of litigation pursuant to Government Code 54956.9 (b)(4): 1 Case.  
Direction given to staff.

#### ANNOUNCEMENT OF CLOSED SESSION

Counsel announces Closed Session as follows:

1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Anticipated Litigation pursuant to Government Code Section 54956.9 (d)(4): One matter.
2. CONFERENCE WITH LEGAL COUNSEL-EMPLOYEE  
DISCIPLINE/DISMISSAL/RELEASE  
Pursuant to Gov't Code section 54957

#### I. STAFF REPORTS

Ms. Allen states that the Ag Commissioner's office will be hosting their Annual

Growers Meeting for continuing education at the Colusa County Fairgrounds on December 8, 2021, with registration starting at 7:30 a.m.

Ms. Kelly provides an update on matters related to COVID-19 including vaccination availability, upcoming clinics and testing, and adds that Public Health Officer, Dr. Delgado wanted the Board to be aware that the Regeneron treatment is now available at Colusa Medical Center. She further states the Community Action Partnership has opened a grant opportunity that has been posted online today.

Ms. Church states that Human Resources is now utilizing the new Neogov platform for job postings. She states that they've received a good response to recent job listings and will have all current County recruitments posted onto the platform soon.

Mr. O'Neill states that there is a noncompetitive COVID-19 grant that Behavioral Health will be applying for that will allow clinical assistance to the Colusa County School District. He further states that once approved, funds should be received in February.

Mr. Plucker states that Mary Fahey will be leaving the County as Water Resources Manager.

### CONSENT AGENDA

Approve Consent Agenda Items No.'s 1 through 17.

1. BOARD OF SUPERVISORS

Approve the Minutes from the November 9, 2021 Regular meeting and the November 15, 2021 Special meeting.

2. AG COMMISSION

Approve Contract No. **C21-211**, Standard Agreement (No.21-0283-000-SG) with the **California Department of Food and Agriculture** for the Bee Safe Program, effective July 1, 2021.

3. APPOINTMENT/WILLIAMS FIRE PROTECTION DISTRICT

Reappoint Samuel Reynolds (Dist. 3) to the Williams Fire Protection District to serve a 4-year term effective July 18, 2021 through July 17, 2025. **(Application Received: Samuel Reynolds)**

4. APPOINTMENT/COLUSA CEMETERY DISTRICT

Reappoint Janice Bell to the Colusa Cemetery District Board, effective December 9, 2021 through December 8, 2025. **(Application received: Janice Bell)**

5. COUNTY COUNSEL

Approve Contract No. **C21-212**, Fourth modification to contract with Attorney, **John E. B. Myers, Esq.**, for dependent children legal representation, effective December 31, 2021.

6. HEALTH AND HUMAN SERVICES

Approve Contract No. **C21-213**, the First Modification to the Agreement for

Professional Services with **Youth of Change** for the provision of Wraparound services.

7. HEALTH AND HUMAN SERVICES  
Approve Contract No. **C21-214**, Subcontract (Agreement No. 21-007) with the **Chico State Enterprises**, for Senior Nutrition Program funding, effective July 1, 2021, and authorize County Administrative Officer to sign.
8. HUMAN RESOURCES/PERSONNEL  
Reconsider Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.
9. PURCHASING AND PROCUREMENT  
Declare three vehicles from two Departments as surplus County property and authorize the Purchasing Agent to dispose of same.
10. PURCHASING AND PROCUREMENT  
Ratify Contract No. **C21-215**, 1st Amendment to a software agreement with **OpenGov, Inc.**, effective October 27, 2021.
11. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH  
Approve Contract No. **C21-216**, 2<sup>nd</sup> Modification to agreement with **Noel J. O'Neill**, for Interim Behavioral Health Director services, effective November 1, 2021.
12. PURCHASING AND PROCUREMENT/PUBLIC WORKS  
Approve Contract No. **C21-217** with **ADKO Engineering** to provide the County with Surveyor services, effective November 1, 2021.
13. PURCHASING AND PROCUREMENT/HEALTH AND HUMAN SERVICES  
Approve Contract No. **C21-218** with **Susan Haun, bda Strategies By Design**, for evaluation of the tobacco education program, effective January 1, 2022.
14. PURCHASING AND PROCUREMENT/PROBATION  
Approve Contract No. **C21-219**, a 5 year Equipment Lease agreement with **Superior California Office Equipment** and Contract No. **C21-220**, Maintenance agreement with **Advanced Document** for 2 new copy machines.
15. SHERIFF/OES  
Adopt **Resolution No. 21-068** certifying continuance of local drought emergency, first proclaimed by Sheriff Garofalo on June 16, 2021, ratified by the Board on June 22, 2021, continued on Aug. 17, 2021 and October 12, 2021
16. SHERIFF  
Adopt **Resolution No. 21-069** authorizing the Sheriff to apply for and execute the California State Parks Boating and Waterways Safety and Enforcement financial aid program and approving Contract No. **C21-221** with the **California Department of Parks and Recreation**, effective July 1, 2022, to sign reimbursement claims, and authorizing the County Auditor to certify the amount of prior year's vessel taxes.

17. TREASURER  
Accept October 2021 Treasury Monthly Investment Report as presented.

III. COUNTY OFFICE OF EDUCATION

1. Update from the County Superintendent of Schools Regarding Williams Settlement Site Visits and other matters of interest.

Comments received by Mr. West.

IV. AUDITOR

1. Approve Special Claims as follows:

<u>Invoice #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
113019601	HEALTH & HUMAN SERVICES	LAMAR COMPANIES	\$675.00
286	AIRPORT	SACRAMENTO RIVER AVIATION, LLC	\$60.00
V0371385	CLERK-RECORDER	VITAL RECORDS CONTROL	\$180.00

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

V. HUMAN RESOURCES

1. Approve a Step 3 appointment for Teresa Henderson, Deputy Director of Health & Human Services, MGT Range 35, \$9,227 per month, effective her date of hire. **(4/5th vote required)**

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

2. Approve the following actions to be effective December 1, 2021:

A. Delete the existing classification of Office Assistant I; change the title of the existing "Office Assistant II" to "Office Assistant I"; change the title of the existing "Office Assistant III" to "Office Assistant II"; approve the revised job description to create a flexibly staffed Office Assistant I/II classification at the following salary ranges: Office Assistant I: MSC09 (\$2,450 - \$3,140), Office Assistant II: MSC13 (\$2,705 - \$3,470); Office Assistant II-AG MSC43 (\$2,885-\$3,686)

B. Adopt the range adjustment for the classifications of Office Assistant Supervisor from MSC16 (\$2,915 -\$3,737) to MSC19 (\$3,140 - \$4,027)

per month.

C. Amend the Position Allocation Schedule for the following departments with the above changes: Agriculture (559), Behavioral Health Services (713), Health and Human Services (811) and Probation (150/535)

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Corona
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

3. Adopt Revised Job Class Table reflecting classification range changes adopted by the Board on November 23, 2021.

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

#### VI. AG COMMISSION/MIGRANT HOUSING

1. Adopt **Resolution No. 21-070** approving Contract No. **C21-222**, 2021-2023 fiscal year rehabilitation contract with the **State of California Department of Housing and Community Development** for the Williams Migrant Center.

Comments received by Ms. Allen and Ms. Tyler.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans recesses at 9:54 a.m. and states they are now sitting as the Colusa County Air Pollution Control District with all Directors present.

**9:54 a.m.** Supervisor Carter leaves the room.

#### 2. SITTING AS THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT

Adopt **Resolution No. 21-071** Approving and Authorizing the Application to Administer The Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program for Fiscal Year (FY) 2021-22, and Authorize the Air Pollution Control Officer to sign on behalf of the County.

Comments received by Ms. Allen and Mr. Ryan.

Chair Evans adjourns as the Colusa County Air Pollution Control Board at 10:14 a.m. and states they are now sitting as the Colusa County Board of Supervisors with all Supervisors present.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith
<b>ABSENT:</b>	Carter

**10:14 a.m.** Supervisor Carter rejoins the session and is now seated.

**VII. HEALTH AND HUMAN SERVICES**

1. Adopt **Resolution No. 21-072** authorizing Colusa County Department of Health and Human Services to apply for the Federal Emergency Solutions Grant Program.

Comments received by Ms. Kelly.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans recesses as the Colusa County Board of Supervisors at 10:15 a.m. and states they are now sitting as the Colusa County In-Home Supportive Services Public Authority Board with all Directors present.

2. **SITTING AS IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY BOARD**

Approve the Public Authority rate change due to increase in the minimum wage for IHSS service providers effective January 1, 2022 as follows: \$15.00 per hour minimum wage, \$0.50 per hour wage supplement, \$0.80 per hour for payroll taxes, and \$0.43 for the Administrative portion of the rate for a total Public Authority rate of \$16.73 per hour.

Comments received by Ms. Kelly.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans adjourns as the Colusa County In-Home Supportive Services Public Authority Board at 10:17 a.m. and states they are now sitting as the Colusa County Board of Supervisors with all Supervisors present.

**VIII. COMMUNITY DEVELOPMENT DEPARTMENT**

1. Approve Contract No. **C21-223** with **Rural Community Assistance**

Corporation to prepare LEAP Grant funded income surveys in the communities of Arbuckle, Maxwell, and Princeton.

Comments received by Mr. Plucker and Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**IX. PURCHASING AND PROCUREMENT/CO-OP EXTENSION**

1. Approve Contract No. **C21-224** Equity Lease Agreement with **Enterprise FM Trust** for a Ford F-250 Super Cab Pickup for Cooperative Extension and authorize the Purchasing Agent to sign the agreement.

Comments received by Mr. Niederholzer and Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**X. COUNTY ADMINISTRATIVE OFFICE**

1. Approve FY 21/22 Revenue and Appropriations Intra-Budget Contingency Request Adjustments No. B-22041. **(4/5 vote required)**

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

2. Approve FY 21/22 Revenue and Appropriations Inter-Budget Adjustments No. 006 -008. **(4/5 vote required)**

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**XI. BOARD OF SUPERVISORS**

1. Approve the 2022 Board of Supervisors meeting schedule.

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

2. Approve Letter to Citizens Redistricting Commission concerning State and Federal Legislative District Boundaries.

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans recesses as the Colusa County Board of Supervisors at 10:35 a.m. and states they are now sitting as the Colusa County Board of Equalization with all Directors present.

3. **SITTING AS THE COLUSA COUNTY BOARD OF EQUALIZATION**

Adopt Findings of Facts and Ruling on Assessment Appeal No. 20-06 Olam Tomato Processors Inc, upholding the Assessor's valuation.

Comments received by Mr. Stout.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Boes, Smith, Carter
<b>ABSTAIN:</b>	Corona

Chair Evans adjourns as the Colusa County Board of Equalization at 10:37 a.m. and states they are now sitting as the Colusa County Board of Supervisors with all Supervisors present.

**XII. SUPERVISORS' REPORTS OR COMMENTS**

Supervisor Boes

Meetings/functions attended:

- Special Board meeting
- RACE Communication meeting
- Williams City Council meeting
- Regional Housing Authority meeting
- Fallen Soldier Memorial Unveiling

Supervisor Smith

Meetings/functions attended:

- JPA EMS meeting
- Special Board meeting



Treasury Oversight meeting  
NCCC Board meeting  
Continuum of Care meeting  
AP Triton Ambulance meeting

Supervisor Carter

Meetings/functions attended:

RCRC Board meeting  
Special Board meeting  
RCD meeting  
Farm Bureau Annual meeting  
Butte Subbasin Advisory Board meeting  
Fallen Soldier Memorial Unveiling  
Flood Plains Reimagined Steering Committee meeting  
Colusa Groundwater Authority meeting

Supervisor Corona

Meetings/functions attended:

AP Triton Ambulance meeting  
Continuum of Care meeting  
Special Board meeting  
Fallen Soldier Memorial Unveiling  
Treasury Oversight meeting  
CAO and County Counsel meeting  
Veterans Golf Tournament Fundraiser

Supervisor Evans

Meetings/functions attended:

Agenda Review  
Special Board meeting  
Sites meeting - EIR/EIS has been released.  
EMCC meeting

**XIII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS**

None.

Chair Evans declares a recess 10:45 a.m. and reconvenes at 11:00 a.m. with all Supervisors present.

11:00 a.m. REDISTRICTING/BOARD OF SUPERVISORS

1. Discussion/direction on the Redistricting proposals for County Supervisorial Districts based on 2020 Census data.

Ms. Tyler states that this is the 4<sup>th</sup> meeting and states at the last meeting, she misspoke and clarifies that there will not be a meeting on November 30, 2021. She further states at this meeting, it's recommended the Board agree on final boundaries so final maps and an Ordinance may be introduced at the next meeting. She further requests that Counsel review considerations pursuant to the Elections Code as there

have been questions from members of the public and the Board of Supervisors.

Mr. Stout states the Board should consider boundaries in the following order and refers to Elections Code Section 21500 Section C and reads into the record as follows:

(c) The board shall adopt supervisorial district boundaries using the following criteria as set forth in the following order of priority:

(1) To the extent practicable, supervisorial districts shall be geographically contiguous. Areas that meet only at the points of adjoining corners are not contiguous. Areas that are separated by water and not connected by a bridge, tunnel, or regular ferry service are not contiguous.

(2) To the extent practicable, the geographic integrity of any local neighborhood or local community of interest shall be respected in a manner that minimizes its division. A "community of interest" is a population that shares common social or economic interests that should be included within a single supervisorial district for purposes of its effective and fair representation. Communities of interest do not include relationships with political parties, incumbents, or political candidates.

(3) To the extent practicable, the geographic integrity of a city or census designated place shall be respected in a manner that minimizes its division.

(4) Supervisorial district boundaries should be easily identifiable and understandable by residents. To the extent practicable, supervisorial districts shall be bounded by natural and artificial barriers, by streets, or by the boundaries of the county.

(5) To the extent practicable, and where it does not conflict with the preceding criteria in this subdivision, supervisorial districts shall be drawn to encourage geographical compactness in a manner that nearby areas of population are not bypassed in favor of more distant populations.

Ms. Tyler states some Board Members have utilized the interactive maps and an email of public comment was received by Ms. Roberts.

Mr. Azevedo states the Supervisors will have to use their log in information to access any changes they've made to the interactive maps. He further states that the maps presented from the previous meeting contain an error where the boundary in District 1 should have been located on White Road, but included census blocks North of White Road.

Supervisor Smith requests Mr. Azevedo make the corrections and remove the 3 census blocks North of White Road. She further requests adding the 3 census blocks West from Eddy Road to I-5.

Mr. Azevedo makes the requested changes.

Chair Evans requests clarification regarding population requirements in the

Elections Code.

Ms. Tyler states that the code does not state any requirement, but surrounding Counties and historically staff has utilized 5% as the parameter between District populations.

Supervisor Boes requests some changes to proposed map "D" and has concerns that the boundaries aren't very clean. He further states he'd like the District 4 boundary moved to Old highway 99 to keep the downtown and commercial district of Williams together in District 3.

Supervisors Carter and Corona state they have nothing additional to add.

Supervisor Smith states that there has been feedback regarding District 2 and District 5's boundaries and she doesn't prefer crossing the 2047 Canal but doesn't see another solution.

Mr. Azevedo states that he will extend the border of East Clay Street to the river and those areas south to Sutter will be included in District 2.

Mr. Azevedo states that if there are no further issues, he will draft the revised maps.

Supervisors Smith states she has concerns over losing population in the City of Colusa with the changes.

Ms. Tyler asks if they can review the elections code portion.

Supervisor Smith states the Districts have been historically split by Bridge Street.

Ms. Tyler states consideration needs to be made in the order of criteria stated in the Elections Code. The letter received regarding "Goad's Extension" from the Partnership to Preserve Community Integrity states the majority of the population in question live or maintain a business East of Bridge Street. The group has only identified as parts of "Goad's Extension". She further states the Supervisorial District boundaries should be easily identifiable and should be bounded by natural and artificial barriers by streets or the boundaries of the County as practical.

Supervisor Smith states it is cleaner putting it into one, but accepts the consensus.

Supervisor Boes states that if District 2 is pushed back and doesn't cross the 2047 Canal, it will significantly increase District 1's population.

Supervisor Boes requests to review the city boundaries of the City of Williams.

Mr. Azevedo shows the map of Williams with the City overlay.

Chair Evans states he finds the boundaries acceptable.

Ms. Tyler asks if the Supervisors have consensus that this version is the final map subject to the approval of the Ordinance.

Mr. Azevedo states they can still make changes.

Ms. Tyler states it should be considered that a substantial revision of the map would have to be renoticed and be reintroduced and will take additional time.

Supervisor Boes requests clarification as to what constitutes a major change.

Mr. Stout states the code doesn't specify but states the change would have to be substantial.

Ms. Tyler states this map will be save as proposed map "E" and will be presented as the final map.

Chair Evans declares a recess at 11:43 a.m. to convene in Closed Session.

**XIV. CLOSED SESSION/COUNTY COUNSEL**

1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Anticipated Litigation pursuant to Government Code Section 54956.9 (d)(4): One matter.

2. CONFERENCE WITH LEGAL COUNSEL-EMPLOYEE  
DISCIPLINE/DISMISSAL/RELEASE. Pursuant to Gov't Code section 54957

Chair Evans adjourned the meeting at 1:04 p.m. to reconvene in Regular Session on December 14, 2021 at the hour of 9:00 a.m.

\_\_\_\_\_  
Gary J. Evans, Chair

Attest: Wendy G. Tyler,  
Clerk to the Board of Supervisors

BY \_\_\_\_\_  
Melissa Kitts, Deputy Clerk