



MINUTES
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA

Tuesday, November 12, 2024

REGULAR MEETING

10:00 AM

PRESENT: Supervisor, District 2 Valerie Starkey
Supervisor, District 3 Chris Howard
Supervisor, District 1 Darrin Short
Supervisor, District 5 Dean Wilson

ABSENT: Supervisor, District 4 Joey Borges

CLOSED SESSION 8:30 A.M.

Public Comment on Closed Session items only.

Hold a closed session to consider and discuss litigation and personnel matters:

Liability Claims: 1) No. Del 21-0011; Claimant: Pomilia; 2) No. Del 24-0016; Claimant: Bocock; 3) Claimant: No. Del 24-0016 Doe, a minor.

Conference with Legal Counsel-Pending/Existing Litigation (Government Code § 54956.9(d)(1)): Verizon Wireless and the Towers LLC.

Conference with Labor Negotiators pursuant to Government Code 54957.6 between County Negotiator: 1) Gallagher (Compensation Study Update); 2) Randy Hooper, Asst. CAO and SEIU Local 1021; 3) Randy Hooper, Asst CAO and Unrepresented Employees.

REGULAR SESSION 10:00 A.M.

10:00 A.M. Call the meeting to order and take roll.

- Moment of Reflection
- The Pledge of Allegiance to be led by Dean Wilson, District 5 Supervisor.
- Introduction of new employees to the Board of Supervisors

Michaelle Silva - Eligibility Specialist I; Sean Croft - Integrated Caseworker I; Zoya Taylor - Peer Support Specialist; Aaron Matthess - Behavioral Health Specialist II

- Report of any actions from closed session by County Counsel

The Board approved with a 4-0 vote (Yes: Supervisor Short, Starkey, Howard, Wilson No: None) to agree to extend the FCC Shot Clock Time Period with Verizon Wireless and Towers, LLC., to April 24, 2025, while the applicant continues to investigate other options for a Verizon Cell Tower.

- The Chair requests any deletions, corrections or additions from Board members to the agenda at this time. In order to add an item to the agenda, the matter must have come to the attention of the County subsequent to the posting of the agenda and the matter requires action before the next regular meeting of the Board of Supervisors.

The Assistant CAO made a note on item #42, which contained an attachment that was inadvertently included and clarified that said attachment is also attached on item #35.

- Receive other brief reports or announcements relative to the County of Del Norte programs and projects, progress of the two by two committees, technical advisory committees and/or Board and staff travel/training reports.

Supervisor Short: Attended a few Economic Development Technical Advisory Committee meetings, attended the Illegal Fireworks Ad-Hoc committee meeting, attended the Congressman Huffman Last Chance Grade Stakeholder meeting, attended a School Security and Accountability Training with First Responders, attended the LTCO meeting and attended the BCRAA meeting.

Supervisor Starkey: Attended the Chamber of Commerce meeting, attended the Visitors Bureau meeting, attended the Illegal Fireworks Ad-Hoc committee meeting, attended the Congressman Huffman Last Chance Grade Stakeholder meeting, attended a meeting with A1AA staff regarding the vision for Del Norte County, attended the newly appointed Assembly Member's campaign event, attended a Mary Peacock School Site Council meeting, participated in conversations with Road Department staff regarding Mary Peacock students and making their routes to and from school safer, participated in a practice interview with the Opioid Settlement Committee, attended the Redwoods Parks Conservancy Development Committee meeting, attended the Redwood Parks Conservancy Governance Committee meeting and spent time researching the Lily Bulb Farm concerns that were brought forward at the October 22, 2024, Board of Supervisors meeting.

Supervisor Howard: Spent a lot of time trying to revive the local Crescent City Harbor with nothing coming to fruition, attended a meeting with SiteLogiq regarding a Letter of Agreement, attended a meeting with Shots Energy Lab in Humboldt County regarding a Microgrid approach, attended the NCUAQMD meeting, attended receivership hearings, participated in a meet and greet with the new US General Counsel of Japan, participated in numerous discussions regarding the Groundfish Industry, attended a meeting with a USDA Representative regarding a Community Economic Development Project, attended the LTCO meeting, attended a meeting with the USFS District Ranger Kathy Allen regarding the Hurdygurdy Bike Trail, participated in numerous discussions regarding the Lily Bulb Farm concerns that were brought forward at the October 22, 2024, Board of Supervisors meeting, attended a meeting with the North Coast Water Quality Control Board regarding the Lily Bulb Farm concerns and attended the California Department of Transportation meeting.

Chair Wilson: Attended a few Economic Development Technical Advisory Committee meetings and met with several local entities regarding Economic Development within Del Norte County.

CONSENT AGENDA

Comments from members of the public may be heard at this time regarding matters on

the Consent Agenda only.

Action: Approved. Supervisor Starkey pulled item #4 for a separate vote.

Motion: Move to approve

Move: Valerie Starkey

Second: Chris Howard

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

1. Approve and adopt the minutes from the October 22, 2024 Board of Supervisors meeting.**

Approved.

2. Receive the Law Library's Annual Report as required by Business and Professions Code §6349 and §6350 as requested by County Counsel.**

Approved.

3. Approve and authorize the chair to sign the agreement between APS Environmental and the County of Del Norte, County Service Area No. 1 for Cleaning and Video Inspection of Sewer Lines and Manholes, and authorize the County Engineer to sign change orders for additional video inspections not to exceed \$59,000 as requested by the County Engineer.**

Approved. DNCOAGREE#2024-213

4. Approve and authorize the Del Norte County Board of Supervisors to participate in the Rural County Representatives of California (RCRC) Raffle Basket donation held annually at the RCRC Annual meeting.**

Action: Approved. Supervisor Starkey pulled this item for a separate vote.

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

Vote Yea: 3 Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 1 Valerie Starkey

Vote Abstain: 0 None

5. Approve and authorize the Chair to sign an amendment to the Agreement between the County of Del Norte and Tyler Technologies for a Probation Case Management System as requested by the Chief Probation Officer.**

Approved. DNCOAGREE#2024-214

6. Approve and appoint Supervisor Short as the Delegate and Supervisor Howard as

the Alternate to the Golden State Finance Authority Board of Directors for the 2025 year as requested by Chair Wilson.**

Approved.

7. Approve and appoint Supervisor Short as the Delegate and Supervisor Howard as the Alternate to the Rural Representatives of California (RCRC) Board of Directors for the 2025 year as requested by Chair Wilson.**

Approved.

8. Approve and appoint Supervisor Short as the Delegate and Supervisor Howard as the Alternate to the Golden State Connect Authority Board of Directors for the 2025 year as requested by Chair Wilson.**

Approved.

9. Approve and appoint Supervisor Short as the Delegate and the Director of the Solid Waste Management Authority Tedd Ward as the Alternate to the Environmental Services Joint Powers Authority Board of Directors for the 2025 year as requested by Chair Wilson.**

Approved.

10. Approve and authorize the Chair to sign a Memorandum of Understanding between the County of Del Norte, the Del Norte Unified School District and the County Office of Education for Joint Facility Use, as requested by the County Administrative Officer.**

Approved. DNCOAGREE#2024-215

11. Approve and authorize the Chair to send a letter of support for the Yurok Wellness Center Project that will treat Tribal and community members for mental health and substance abuse disorders as requested by Supervisor Starkey.**

Approved.

12. Approve and authorize the Chair to sign an Agreement between the County of Del Norte and Communications Northwest for the amount of \$271,820.71 for a Dispatch AVTEC Radio Console as requested by the Director of Information Technology.**

Approved. DNCOAGREE#2024-216

13. Approve and authorize the Chair to sign the First Amendment to Cal OES Second-Tier Subaward Agreement number 2022-073 as requested by the Office of Emergency Services Fiscal Manager**

Approved. DNCOAGREE#2024-217

14. Approve and authorize the Director of Health and Human Services to sign the attached Access Agreement with the California Department of Health Care Services for the Behavioral Health Bridge Housing program for a term of

November 12, 2024 through June 30, 2027, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-218

15. Approve and authorize the Chair to sign the attached Agreement for panic buttons with Silent Beacon for a one year term, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-219

16. Approve and authorize the Chair to sign the attached renewed Lease Agreement with Fernando and Maria Pereira for the term of January 1, 2025 through December 31, 2025, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-220

17. Approve and authorize the Director of Health and Human Services to sign the attached Lease Agreement renewal with Brandee Stephens for the term of November 1, 2024 through October 31, 2025, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-221

18. Approve and authorize the Chair to sign the attached Lease Agreement renewal with SMART Workforce Center for the term of July 1, 2024 through June 30, 2025, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-222

19. Approve and authorize the Director of Health and Human Services to sign the attached Agreement with Integrated Modular Solutions for kitchen construction at the ERF micro village, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-223

20. Approve and authorize the Director of Health and Human Services to sign the attached Agreement with Integrated Modular Solutions for restroom construction at the ERF micro village as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-224

21. Approve the attached Annual report from the Local Behavioral Health Board for FYs 2021-24, as requested by the Director of Health and Human Services.**

Approved.

22. Approve and authorize the Chair to sign the attached Lease Agreement renewal with Anfield Property Group LLC for the term of December 1, 2024 through November 30, 2025, as requested by the Director of Health and Human

Services.**

Approved. DNCOAGREE#2024-225

23. Approve and authorize the Chair to sign the attached Agreement with The Moxie Exchange for the Everyday Inclusion app for a term of July 1, 2024 through June 30, 2025, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-226

24. Approve and authorize the Chief Probation Officer to sign the Software Hosting Agreement between the Probation Department and Noble Software Group, LLC. as requested by the Chief Probation Officer.**

Approved. DNCOAGREE#2024-227

25. Approve and authorize the Chair to sign the attached Agreement with LNL Design & Construction, LLC for modular building renovations at the ERF micro village as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-228

26. Approve and authorize the Chair to sign an agreement with Public Square Real Estate, Inc. for on-call professional real estate services, as requested by the Assistant County Administrative Officer.**

Approved. DNCOAGREE#2024-229

SCHEDULED ITEMS

27. 10:25 A.M. COMMENT PERIOD: Members of the public may address the Board on matters which are within the jurisdiction of the Board. If you are addressing the Board regarding a matter listed on the agenda, you may be asked to hold your comments until the Board takes up that matter. Please limit your comments to three minutes or less.

28. 10:30 A.M. Assemblymember Wood End of Term Wrap Up.

29. 10:45 A.M. 1) Conduct a public hearing for a Request for Modified Road Improvement Standards located at APN 124-160-007 as requested by Richard and Ellen Lowenthal; 2) It is recommended the Board of Supervisors make the required findings and approve the request for modified road improvement standards for Douglas Park Drive consistent with the recommendation made to the Planning Commission by the Environmental Review Committee (ERC) as requested by the Planning Commission.**

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson
Vote Nay: 0 None
Vote Abstain: 0 None

30. 10:55 A.M. 1) Conduct a Public Hearing to approve and authorize the submission of a 2024 Community Development Block Grant Application; 2) approve and adopt a Resolution of the Del Norte County Board of Supervisors approving an application for funding and the execution of all necessary State Issued Standard Agreement(s) and any Amendment(s) thereto from the State CDBG Program; 3) authorize County Administrative Officer to sign the Housing and Community Development threshold required Application Certifications and Statement of Assurances; and 4) authorize the County Administrative Officer to sign any Subrecipient Agreements applicable to the programs for the County's proposed 2024 Public Services activities, as requested by the Administrative Programs Manager.**

Action: Approved. RESO#2024-034

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson
Vote Nay: 0 None
Vote Abstain: 0 None

REGULAR ITEMS

GENERAL GOVERNMENT:

31. Approve and authorize the Chair to sign an Agreement between the County of Del Norte and the City of Crescent City for the Agreement for Local Emergency Telephone System Services as requested by the Sheriff, the County Budget Team, and County Counsel.**

Action: Approved. DNCOAGREE#2024-230

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson
Vote Nay: 0 None
Vote Abstain: 0 None

32. Discuss and potentially extend the authorization for the Sheriff-Coroner to hire new employees at a Step higher than A, but not higher than Step C as initially approved by the Board of Supervisors on May 14, 2024 for a period of six months as requested for review and Board action by the County Administrative Officer.

Action: Approved.

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

33. Approve and authorize the Chair to sign a Notice to Proceed and Task Order, under Contract Number 2023-106 with Whitchurch Engineering, for professional engineering and preliminary design services related to improvements to the Pyke Field Sports Complex, as requested by the Assistant County Administrative Officer.**

Action: Approved. DNCOAGREE#2024-231

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

34. Approve and authorize a step increase to A-1 Step E effective October 12, 2024, for County Counsel pursuant to the Department Head Evaluation Policy as requested by the Board of Supervisors.

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

35. Receive additional information relating to the development of County-based economic development services and A) Direct the Human Resources Department to present a new classification description for an Economic Development Services Manager position for Board approval and B) Direct the Budget Officer to include an allocation as part of the next Recommended Budget for this position on the Administration Department's staffing chart, as recommended by the Economic Development Technical Advisory Committee.**

Action: Approved.

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

36. Approve and adopt the attached Side Letter Agreement between the County of Del Norte and the Del Norte Employees Association/SEIU Local 1021 to establish working hours, special assignment differentials and clothing/protective footwear allowances for the 24/7 Mobile Crisis Unit at the Department of Health and Human Services - Behavioral Health Branch as request by the County Administrative Officer.**

Action: Approved. DNCOAGREE#2024-232

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

37. Discuss and take action on rescheduling the November 11, 2025, Board of Supervisors meeting to Wednesday, November 12, 2025, due to the County offices being closed for Veterans Day.

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

38. Approve and adopt updated Resolutions Establishing Benefits for Unrepresented Classifications including: 1.) Elected Department Heads, 2.) Appointed Department Heads, 3.) Assistant Department Heads, 4.) Deputy Branch Directors, 5.) Confidential Classifications, and 6.) Undersheriff Classification, as recommended by the Board's Appointed Chief Negotiator Deborah Muchmore and requested by the County Administrative Officer.**

Action: Approved. The motion made was to move forward with the 5% salary increases and table the other recommendations within the Resolutions until a future date. Elected RESO#2024-035; Appointed RESO#2024-036; Assistant RESO#2024-037; Deputy Branch RESO#2024-038; Confidential RESO#2024-039.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

BUDGET TRANSFERS:

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson

Vote Nay: 0 None

Vote Abstain: 0 None

39. Approve and adopt Budget Transfer #11-01 in the amount of \$15,315.00 (fifteen thousand three hundred fifteen dollars) from the Housing Rehabilitation Grant budget (116-544), as a result of the Fiscal Year 2023/2024 Program Income Revenue received, as requested by the Administrative Programs Manager.**

Approved. BT#11-01

40. Approve and adopt Budget Transfer #11-02 in the amount of \$45,588.00 (forty-five thousand five hundred eighty-eight dollars) within the Miscellaneous Revenues and Expenditures Asset - Vehicle Budget Unit to fund a vehicle for the Department of Information Technology as requested by the Director of

Information Technology.**

Approved. BT#11-02

41. Approve and adopt Budget Transfer #11-03 in the amount of \$45,588.00 (forty-five thousand five hundred eighty-eight dollars) from within the Information Technology budget to purchase a new vehicle as requested by the Director of Information Technology.**

Approved. BT#11-03

LEGISLATIVE AND BUDGET ISSUES:

Consider miscellaneous legislative and budget matters pertinent to the County of Del Norte. Authorize the Chair to sign and send appropriate letters with respect to matters pending before the state or federal governments.

42. Review and discuss the 2024 Legislative Platform and provide initial direction on focus areas and/or changes for the draft 2025 Legislative Platform, as requested by the Assistant County Administrative Officer.**

No action was taken on this item. The Assistant CAO made a note on item #42, which contained an attachment that was inadvertently included and clarified that said attachment is also attached on item #35.

ADJOURNMENT

(Next meeting is December 10, 2024)

Kylie Goughnour, Clerk of the Board
County of Del Norte, State of California

Date Posted: November 07, 2024

THE AGENDA AND ACTION SUMMARY ARE AVAILABLE ON THE COUNTY WEBSITE:

www.co.del-norte.ca.us