



MINUTES
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA

Tuesday, February 14, 2023

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
Supervisor, District 4 Joey Borges

ABSENT:

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: Conference with Legal Counsel-Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)-three cases: *John Doe 1 v. Humboldt County et al*, CV 22-01700; *Wise v. Del Norte County Probation Department*, CVPM 2023-1011; Workers Compensation Claim, TIBX-600189. Public Employee Discipline, Dismissal or Release. Labor Arbitration: Adcock. Conference with Labor Negotiators pursuant to Government Code 54957.6 between County Negotiator: Neal Lopez, CAO and Represented Employee Bargaining Groups.

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 Chris Howard, District 3 Supervisor.
- Introduction of new employees to the Board of Supervisors

Jake Campbell - Interim Assistant Director, Jennifer Wilkinson - Staff Services Analyst, Amanda Cabrera - Licensed Vocational Nurse all under DHHS.

- Report of any actions from closed session by County Counsel

None.

- 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 Board added two urgency items: The first item was to approve and authorize the Chair to sign and send a letter of support for the Del Norte County Recreation Parks District's Infrastructure Improvement Program Application – with a motion by Supervisor Howard and a Second by Supervisor Wilson this item was added to the Agenda with a 4-0 vote: Yes: Supervisor Short, Howard, Borges, Wilson No: None. Supervisor Starkey recused herself from this item due to a conflict of interest. The second item added was to approve and adopt a Resolution adopting the 2022-2030 Housing and Element and adopting the addendum to the 2009-2014 Negative Declaration with a motion by Supervisor Howard and a Second by Supervisor Borges this item was added to the Agenda with a 5-0 vote: Yes: Supervisor Short, Starkey,

Howard, Borges, Wilson No: None.

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

Supervisor Short: Attended the LTCO meeting, attended the Homeless Ad-Hoc Committee meeting, attended the BCRAA meeting, participated in agenda review, attended the Northcoast EMS meeting, attended the PBSP Advisory Committee meeting, participated in a tour of the new Agriculture offices and attended the Night to Shine event.

Supervisor Starkey: Attended the Grants Technical Advisory Committee meeting, attended three CSAC Sponsored Training and Education Workshops regarding County budgets, did some research on possible repairs for the "T" Stairs, attended the MHSA Stakeholder meeting, participated in discussions with Caltrans on the formation of a D2 clean-up committee, participated in the 10th Anniversary planning of the Kamome, attended the Local Behavioral Health Board meeting, attended the City Council meeting, attended a meeting with Alison Ramsey and Keven Malone to discuss the Prop 64 Grant, observed the Del Norte County IT Department obtaining drone footage of some storm damage along Pebble Beach Drive and participated in a tour of the new Agriculture Office.

Supervisor Howard: Attended the DN Senior Center meeting, attended the LTCO meeting, attended the Special LTCO meeting, attended the Tri-Agency meeting, attended the BCRAA meeting, attended a meeting with Mike Coopman regarding the Chinook Salmon on this agenda, participated in organizing a Food Fair Celebration in San Francisco with Rikuzentakata, Japan, attended several discussions with County Counsel regarding the Smith River Community Services District, attended the Pelican Bay for Art Projects for the Humane Society, participated in several discussions with the Co-Vice Chairs of the CSAC AG Committee regarding the upcoming Legislative Conference and participated in discussions with Caltrans regarding an upcoming Safety Audit for US Hwy 199.

Supervisor Borges: Worked on dilapidated structures for the Department of Fish and Wildlife.

Supervisor Wilson: Attended the Mental Health Stakeholders meeting, attended the Homeless Ad-Hoc Committee meeting, attended the Tri-Agency meeting, attended a meeting with the DHHS Director, attended a meeting with the Crescent City Times and attended the DNHS Senior Night Basketball Dinner.

CONSENT AGENDA

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

the Consent Agenda only.

Action: Approved. County Counsel noted there needed to be a change on item #4 - page 7 of Appendix "A" needed to have the title "Lieutenant" replaced with "Captain". Chair Short noted there needed to be a change on item #11 - in the last paragraph of the letter the words "Yurok Tribe" needed to be replaced with "Elk Valley Rancheria."

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

1. Approve and adopt the minutes from the January 24, 2023 Board of Supervisors meeting.**

Approved.

2. Approve placement on the salary schedule at step C for 1) the newly hired PHEP/HPP Coordinator; 2) a Facilities Maintenance Worker III; and 3) a Correctional Officer II as requested by the County Administrative Officer and Human Resources Manager.**

Approved.

3. Establish a departmental fund of \$50 for the purpose of conducting cash transactions as requested by the Agricultural Commissioner.**

Approved.

4. Approve and adopt a Resolution adopting an amended Conflict of Interest Code and updated Designated Positions for Del Norte County as requested by County Counsel.**

Approved. RESO#2023-006. County Counsel noted there needed to be a change on the item - page 7 of Appendix "A" needed to have the title "Lieutenant" replaced with "Captain".

5. Approve and authorize the Chair to enter into a Master Services Agreement between the County of Del Norte and CivicPlus for Building Permit Management Software as requested by the Director of Community Development.**

Approved. DNCOAGREE#2023-024

6. Review and continue the existence of a local emergency throughout Del Norte County as a result of the January 2023 storms per Resolution No. 2023-003 adopted by the Board of Supervisors on January 24, 2023 as requested by the County Administrative Officer/Emergency Services Director.**

Approved.

7. Approve and authorize the First Amendment to the Agreement with David Scheve Separate Property Trust/Jordan Creek Family Limited Partnership for road materials supply and authorize the Chairperson of the Board to sign the Agreement as requested by the Director of Community Development.**

Approved. DNCOAGREE#2023-025

8. Approve and authorize the Chair to sign the attached Amendment to the Agreement with Partnership HealthPlan of California for health care services for the term of February 14, 2023 through June 30, 2024, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2023-026

9. Approve and authorize the Chair to sign the First Amendment to Cal OES Second-Tier Subaward Agreement Number 2022-075 as requested by the Emergency Services Coordinator.**

Approved. DNCOAGREE#2023-027

10. Approve and authorize the Chair to sign the First Amendment to Homeland Security Grant Program Cooperative Agreement for Subward Funding Agreement Number 2022-014 as requested by the Office of Emergency Services.**

Approved. DNCOAGREE#2023-028

11. Approve and authorize the Chair to sign and send a letter to the Director of the Del Norte Local Transportation Commission (LTCO) in support of the South Beach Climate Resilience Plan as requested by the Del Norte Local Transportation Commission Director.**

Approved. Chair Short noted there needed to be a change to this item - in the last paragraph of the letter the words "Yurok Tribe" needed to be replaced with "Elk Valley Rancheria."

12. Approve and authorize the Chair to sign and send a support letter to the US Department of Transportation for the Front Street Complete Street and Cultural Inclusion Project 2023 RAISE Grant Application as requested by the City of Crescent City.**

Approved.

SCHEDULED ITEMS

13. 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.

14. 10:30 A.M. Update from the Cooperative Extension Department and Introduction of New Staff (Yana Valachovic, UC Cooperative Extension)

15. 10:40 A.M. Receive an update on the California/Oregon Chinook Salmon as Threatened under the Endangered Species Act by Mike Coopman; and 2) discuss and take possible action on directing staff to include this issue in the County's 2023 Legislative Platform and to transmit a letter to the National Oceanic and Atmospheric Administration stating the Board's position, as requested by Supervisor Howard.**

Action: Approved. The Board directed staff to draft an opposition letter. A separate vote was made to direct staff to have the opposition letter placed on the February 28, 2023 Board of Supervisors Agenda for their review and approval. With a Motion by Supervisor Starkey seconded by Supervisor Wilson with a 5-0 vote (Yes: Supervisor Short, Starkey, Howard, Borges, Wilson No: None) the request was approved.

Motion: Move to approve

Move: Joey Borges

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

16. 10:50 A.M. 1) Receive a presentation from Alison Ramsay and Kevin Malone; 2) authorize the Department of Health and Human Services to submit an application and receive funding from the Encampment Resolution Funding Program; and 3.) authorize the Director of the Department of Health and Human Services to sign any future documents for this grant, as requested by the Director of Health and Human Services.**

Action: Approved.

Motion: Move to approve

Move: Valerie Starkey

Second: Dean Wilson

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

Vote Nay: 1 Joey Borges

Vote Abstain: 0 None

REGULAR ITEMS

GENERAL GOVERNMENT:

17. Approve and authorize the County Engineer to execute agreements with Pacific Power for materials, installation, and maintenance of streetlights at three locations, not to exceed \$2,566.00 for installation of all three and \$15.00 per month per light for power and light maintenance as requested by the County Engineer.**

Action: Approved. The Board directed staff to amend the Agreement for Washington Boulevard to include the intersection of Napa and Washington Boulevard and the Agreement not to exceed \$3,566.00. (Washington Boulevard - DNCOAGREE#2023-029; Elk Valley Crossroad & Elk Valley Road DNCOAGREE32023-030)

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

18. Approve and authorize the Chair to sign professional services contracts for on-call architectural, engineering, forestry, and related professional services, as requested by the Assistant County Administrative Officer.**

Action: Approved. EBA Engineering - DNCOAGREE#2023-031; Freshwater Environmental Services - DNCOAGREE#2023-032; Calpo Hom & Dong Architects - DNCOAGREE#2023-033; Consor North America, Inc. - DNCOAGREE#2023-034; LACO Associates - DNCOAGREE#2023-035; Nichols, Melburg & Rosetto Architects - DNCOAGREE#2023-036; Lenders Construction Services - DNCOAGREE#2023-037.

Motion: Move to approve

Move: Chris Howard

Second: Dean Wilson

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

19. Approve and authorize the update of the Administrative Manual, as requested by the Assistant County Administrative Officer.**

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Joey Borges

Vote Yea: 4 Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 1 Valerie Starkey

Vote Abstain: 0 None

20. Approve and adopt a Resolution of the Del Norte County Board of Supervisors Declaring a Shelter Crisis as requested by County Counsel.**

Action: Approved. RESO#2023-007

Motion: Move to approve

Move: Valerie Starkey

Second: Dean Wilson

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

21. Receive a Juvenile Hall update by the Chief Probation Officer.**

BUDGET TRANSFERS:

Action: Approved. Supervisor Borges pulled Budget Transfer items #24 and #28 for further discussion and a separate vote.

Motion: Move to approve

Move: Chris Howard

Second: Dean Wilson

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

22. Approve and adopt Budget Transfer #01-06 in the amount of \$24,000.00 within the Department Allotment and Special Department Expenses line items of the Flood Control District Budget Unit for the emergency lining of a failed culvert as requested by the County Engineer.**

Approved. BT#01-06

23. Approve and adopt Budget Transfer #01-08 in the amount of \$30,000.00 between the Title III and Administration budgets, as requested by the Assistant County Administrative Officer.**

Approved. BT#01-08

24. Approve and adopt Budget Transfer #01-11 in the amount of \$28,000.00 within the Miscellaneous Revenue and Expenditures Budget Unit and the Agricultural Commission Budget Unit to pay for the relocation and furnishing of the new Agricultural Department office as requested by the Agricultural Commissioner.**

Action: Approved. BT#01-11. Supervisor Borges pulled this item for further discussion and a separate vote.

Motion: Move to approve

Move: Valerie Starkey

Second: Chris Howard

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

25. Approve and adopt Budget Transfer #02-02 in the amount of \$35,000.00 from the Miscellaneous Revenues & Expenditures Budget Unit to the Treasurer's Budget Unit to allow for the purchase of a new vehicle as requested by the Treasurer-Tax Collector.**

Approved. BT#02-02

26. Approve and adopt Budget Transfer #02-03 in the amount of \$35,000.00 from the Miscellaneous Revenues and Expenditures Budget Unit to the Assessor Budget Unit to allow for the purchase of a new fleet vehicle as requested by the Assessor.**

Approved. BT#02-03

27. Approve and adopt Budget Transfer #02-06 in the amount of \$35,000.00 within the Road Fund Budget Unit to cover the cost of needed road materials as requested by the Director of Community Development.**

Approved. BT#02-06

28. Approve and adopt Budget Transfer #02-07 in the amount of \$51,000.00 within the Miscellaneous Revenue and Expenditures Budget Unit and the Agriculture Budget Unit to pay for the purchase of a new Weights & Measures vehicle as requested by the Agricultural Commissioner.

Action: Approved. BT#01-11. Supervisor Borges pulled this item for further discussion and a separate vote.

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

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.

29. Review and request public input on the proposed 2023 Del Norte County Legislative Platform and direct staff to present a final version of the Platform for adoption at the next Board meeting, as requested by the Assistant County Administrative Officer.**

No action was needed on this item.

30. Discuss and approve one of the following options for the County Budget process as directed by consensus of the Board at the January 24, 2023 Board meeting: 1) Status quo - continue the budget process as is; 2) Designate by majority vote one Board member and one alternate Board member as Board representatives to be a part of the County Budget Team to participate in the full budget process and request that they report out at each Board meeting in regard to all things related to the County budget process; 3) Add a step to the current County budget process by conducting General Fund budget workshops in April and May, prior to the Recommended Budget in June, as presented by the County Administrative Officer/County Budget Team.**

Action: The Board directed General Fund Department Heads to present their budget priorities to the Board during regularly scheduled Board of Supervisors meetings held during the months of March, April and May. Supervisor Starkey made a motion to designate by majority vote one Board member and one alternate Board member as Board representatives to be a part of the County Budget Team to participate in the full budget process and request that they report out at each Board meeting in regard to all things related to the County budget process and have General Fund Department Heads present their budget priorities to the Board at the regularly scheduled meetings in the months of March, April and May but it failed due to a lack of a second.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

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

Vote Nay: 1 Joey Borges

Vote Abstain: 0 None

URGENCY ITEMS

31. Approve and authorize the Chair to sign the letter of support for the Del Norte County Recreation and Parks District's Infrastructure Improvement Program application.**

Action: Approved. Supervisor Starkey recused herself from this item due to a conflict of interest. With a motion by Supervisor Howard and a Second by Supervisor Wilson this item was added to the Agenda with a 4-0 vote: Yes: Supervisor Short, Howard, Borges, Wilson No: None.

Motion: Move to approve

Move: Chris Howard

Second: Joey Borges

Vote Yea: 0 None

Vote Nay: 4 Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Abstain: 1 Valerie Starkey

32. Approve and adopt a Resolution adopting the 2022-2030 Housing Element and adopting the addendum to the 2009-2014 Negative Declaration as requested by the Director of the Community Development Department.**

Action: Approved. RESO#2023-008. With a motion by Supervisor Howard and a Second by Supervisor Borges this item was added to the Agenda with a 5-0 vote: Yes: Supervisor Short, Starkey, Howard, Borges, Wilson No: None.

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

ADJOURNMENT

(Next meeting is February 28, 2023)

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

Date Posted: February 10, 2023

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

www.co.del-norte.ca.us