



SUMMARY MINUTES  
BOARD OF SUPERVISORS  
707 NEVADA STREET, SUSANVILLE  
NOVEMBER 25, 2008

**9:03 A.M. CALL TO ORDER**

**PRESENT:** Supervisors Jack Hanson, Lloyd Keefer and Brian Dahle; County Counsel Craig Settlemire, County Administrative Officer (CAO) John Ketelsen, and Deputy Clerk of the Board Susan Osgood. Supervisor Chapman arrives at 9:05 a.m.

**ABSENT:** Supervisor Pyle.

**PUBLIC COMMENT:** None.

**ANNOUNCEMENT OF CLOSED SESSION:** 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9. 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (a) of Government Code Section 54956.9: Friends of Lassen Forest v. County of Lassen, County of Lassen, County Board of Supervisors, and Does 1-15, Sierra Pacific Industries and Does 16-30, Lassen County Superior Court Case No. 47432. 3) Claims: Claim of William K. Blue presented October 22, 2008. Closed Session ends at 9:44 a.m.

**9:44 A.M. OPENING CEREMONIES:** Following the flag salute, the invocation is offered by Chairman Hanson.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION:** Deputy Clerk of the Board Osgood reports the Closed Session dealt with 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9 – **No reportable action taken.** 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (a) of Government Code Section 54956.9: Friends of Lassen Forest v. County of Lassen, County of Lassen, County Board of Supervisors, and Does 1-15, Sierra Pacific Industries and Does 16-30, Lassen County Superior Court Case No. 47432 – **No reportable action taken.** 3) Claims: Claim of William K. Blue presented October 22, 2008 – **The Board voted 3 to 1 to reject this late claim. Notice of rejection to be given with an explanation that, notwithstanding the merits, the claim is barred by the statute of limitations.** Community Development Department Chief Planner Maurice Anderson is present from 9:03 a.m. to 9:30 a.m. Closed Session ends at 9:44 a.m.

**AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS:** Supervisor Chapman requests the meeting be adjourned in memory of Julie McQueen and Page Montgomery. Supervisor Hanson requests Item G1 Minutes be removed from the consent agenda and notes that Item D2 Public Hearing should be Item C2.

**MOVED BY:** Keefer

**SECONDED BY:** Dahle

**UNANIMOUS:** No

**AYES:** Hanson, Chapman, Keefer, Dahle

**ABSTENTIONS:** None

**NOES:** None

**ABSENTEES:** Pyle

**PUBLIC COMMENT:** 1) Jim McCarthy of Gold Run Realty announces that the deeds on the new courthouse property have been recorded and it now belongs to the Judicial Council of the State of California. Property is about 5 acres on Riverside Drive going over to Grover Street. Preliminary construction will begin next year and should bring some jobs to Susanville. 2) Poet Laureate Violet Stout reads her poem "The Starving Cry".

## **UNAGENDIZED BOARD REPORTS:**

Supervisor Keefer: 1) Honey Lake Grange is trying to “rejuvenate” their group. They were non-active and the association was thinking of selling the building. A meeting was held November 22 in Johnstonville. They should have the required number of members. Supervisor Keefer completed an application and is a member of the Board of Directors. Violet Stout notes her grandparents were president and secretary of the Grange for many years and she has the table they used and certificates and other items. 2) Sylvia Milligan sent email regarding round table meeting in and hosted by Shasta County on December 10 at the County Administration Building in Redding, 1:00 p.m. – 5:00 p.m. The meeting will be on the road management plan. 3) Attended Air Pollution Control District Governing Board meeting. They are still looking for a consultant to assist with some of the peer review recommendations. The next meeting will be in January. They hope they will have some alternatives; will need to figure out what it will cost for a consultant and how to pay for it.

Supervisor Chapman: 1) Susanville Supermarket IGA was recognized as IGA USA International Retailer of the Year at a presentation in Indiana. Owner Rick Stewart will be honored along with other IGA Retailers of the Year from other countries in March at the 2009 IGA Global Summit Awards Gala in Sydney, Australia. States this is a 40 year old store that has been revamped and it is competing with brand new stores. They are judged partly on their community contributions. Feels the Board should take notice of this achievement. 2) Follow up on the Girl Scouts being able to use the Camp Fire Building: Pete Heimburger of Public Works completed the County staff work to allow the Girl Scouts to use the building, however, the Girl Scouts needed to submit paperwork for signature and that has not been completed yet.

CAO Ketelsen: Notes that a program will be presented at the CSAC meeting on Children Services; feels the Supervisors may be interested and he will email information to Supervisor Keefer. Deputy CAO for Health and Social Services Kevin Mannel states this is one example of funding stream in Public Health called California Children Services (CCS) that includes Healthy Families. It is an example of some of the funding reductions that the County will have to face. Last years allocation was \$188,000 allocation and was reduced to \$110,000 this year; a \$78,000 hit. These are typically young children with very severe disabilities. Asks what would happen if they can't receive proper diagnosis and treatment.

Supervisor Chapman: Along those same lines, everyone should have received a copy of letter from the PSA II office passing on a memo from the State Director of the CA Association of the Area Agency on Aging that addressed impacts of State budget cuts towards the senior programs; solicits input to and lobbying through state officials.

Supervisor Hanson: 1) Also attended the Air Board meeting and thanks Supervisor Keefer for leading the charge on reconstituting that board. 2) Mental Health Advisory Board meeting November 18; nothing really new. Mental Health Services Act (MHSA) continues to provide a source of funding for new programs. The staff is doing excellent job allocating funds and providing service to outlying communities. 3) Met with Warden Ives of the Federal Correctional Institute (FCI) in Herlong; they continue to increase staff. People are looking for housing; there is still a need for water. Warden Ives would like very much to see his crews and the expertise that is housed in there be used for various projects in the community; there does need to be supervision and transportation provided. They have been doing a lot for Ravendale School and the high school. 4) The last issue of “Barbed Wire” from Regional Council of Rural Counties (RCRC) reported the draft Environmental Impact Study (EIS) for energy transmission is out. Along with the Renewable Energy Transmission Initiative (RETI) effort that is going on, there are a lot of transmission issues. 5) Designates the following from his discretionary funds: \$300 to Lassen Land and Trails Trust in support of the Modoc Line.

## **LOCAL REUSE AUTHORITY**

Convenes as the Local Reuse Authority (LRA).

CAO Ketelsen presents information on the Local Reuse Authority (LRA) request for a loan from Prison Mitigation Funds to continue their operations. The lack of available clean water and sewer infrastructure has held up the development of the housing project on that land. Progress has been made on both of those fronts and when the real estate market begins to recover it is expected the development will go forward and, hopefully, the water supply will be in place at that time. This is expected to be the last advance the Board should have to make before some results are seen in the process. Discussion is held. CAO Ketelsen states the money will come from Fund 152. States they are actively pursuing a proposal for the barracks that would put those back on the tax roles. Supervisor Hanson reports on the water and sewer issue, the Herlong Public Utility District (HPUD) received the USDA loan grant package and they are in the engineering phase and should break ground this summer; hope to be able to attach a new water system soon after that. Supervisor Chapman states he did support the Board back in 2003 but does not share the Board's optimism now and will be voting no.

**ACTION:** Authorize County Administrative Officer to execute loan agreement between Fund 152 - Capital Projects CCC Mitigation and Fund 590 - Redevelopment/Local Reuse Authority, in the amount of \$100,000, for continued operations.

**MOVED BY:** Dahle

**SECONDED BY:** Keefer

**UNANIMOUS:** No

**AYES:** Hanson, Keefer, Dahle

**ABSTENTIONS:** None

**NOES:** Chapman

**ABSENTEES:** Pyle

Adjourns and reconvenes as the Board of Supervisors.

## **PUBLIC HEARING – COMMUNITY DEVELOPMENT DEPARTMENT - CODE ENFORCEMENT**

The Public Hearing is opened at 10:16 a.m. on the administrative abatement of a partially collapsed mobile home on property owned by the Estate of Mary Janzen (Assessor's Parcel No: 123-043-04).

The Deputy Clerk of the Board administers the Oath to Code Enforcement Officer Lewis Dean.

Code Enforcement Officer Dean: States that in March the Clear Creek Fire Chief filed a complaint that the snow load had collapsed the roof on the mobile home at 666-640 Crescent Drive, Clear Creek. The building is considered to be unsafe and unsanitary to occupy and has been posted. At the time of the first inspection there was a lot of trash and non-operable vehicles but they have been removed from the property. Letters were sent to the person believed to be the trustee of the property but Code Enforcement now believes Ms. Janzen died intestate and there are no apparent heirs to the property. The Tax Collector has informed Mr. Dean this property is going up for tax sale next May for unpaid back taxes. The agenda request is for the Board to adopt a resolution approving the abatement of the property. Estimated physical abatement would be less than \$9,000.

CAO Ketelsen: States there is community concern regarding the property. Suggests the resolution be adopted ordering the abatement on condition it be implemented after the tax sale. Supervisor Dahle wants the people who are bidding on the property made aware of the problem and it would have to be brought up to code immediately.

Treasurer / Tax Collector Richard Egan: The property has been scheduled for the May tax sale with a minimum bid to be established. Minimum bid could be about \$3,500 - \$3,600 and any excess proceeds would be available for lien holders of record, which would include Lassen County. He is not aware of any other lien holders. If the property were sold, the abatement would go on the next year's tax role to be collected from the new owner, or the new owner would have an opportunity to resolve the problem before that. His office would do what they could in terms of disclosure.

Building Official Steve Fuller: States that a Notice of Non-Compliance could be filed against the property that would go on the title and would be found during a title search. CAO Ketelsen suggests the Notice of Non-Compliance and the resolution both be done.

County Counsel Settlemire: States only one witness was sworn in but the Board is hearing testimony from other people. Suggests the Board ask the two additional witnesses to take the oath and they can then state that they would make the same statements they previously made.

The Deputy Clerk of the Board administers the Oath to Treasurer / Tax Collector Richard Egan and Building Official Steve Fuller and Environmental Scientist Alan Jones. County Counsel Settlemire asks Mr. Egan and Mr. Fuller if they would make the previous statements under oath and they both reply yes.

County Counsel Settlemire: Notes that if the matter had come to the attention of the Public Administrator's office (District Attorney) they could have taken control over the property, but it obviously did not come to their attention.

Environmental Scientist Alan Jones: States that the property is on the creek and groundwater typically is at ground surface in the spring. Putting in a new septic system for a new dwelling there may be very difficult if not impossible. As long a legal structure is now there, some grandfathering rights may apply. It might be possible to replace the single wide with something equivalent as long as the septic is functioning now. Putting a big house on the creek may not be feasible but it may be possible for the property to be merged with an adjoining parcel.

No one speaks for or against the abatement process. The public hearing is closed at 10:30 a.m.

Further discussion is held. Supervisor Chapman would like to go ahead with the tax sale, advise prospective buyers that there is an issue to be dealt with, and file the Notice. Supervisor Dahle wants the resolution effective after the tax sale.

Treasurer / Tax Collector Egan: States the issue may need to be revisited if the Public Administrator gets involved or if the property is pulled from the tax sale.

**ACTION:** Adopt Resolution No. 08-084, directing staff to administratively abate the partially collapsed mobile home owned by the Estate of Mary Janzen located at 666-640 Crescent Dr., Clear Creek, CA (Assessor's Parcel No.: 123-043-04) by removal of the mobile home, and with assessment of abatement and administrative costs as provided in Chapter 1.18 of the Lassen County Code, with the restriction that it not go into affect until after the tax sale and also direct staff to file the Notice of Abatement so it is a matter of record.

**MOVED BY:** Dahle

**SECONDED BY:** Chapman **UNANIMOUS:** No

**AYES:** Hanson, Chapman, Keefer, Dahle **ABSTENTIONS:** None

**NOES:** None

**ABSENTEES:** Pyle

## **PUBLIC HEARING - TRANSFER OF FUNDS FROM COURTHOUSE CONSTRUCTION FUND TO CRIMINAL JUSTICE FACILITIES CONSTRUCTION FUND**

Public hearing to consider adoption of resolution transferring the fund balance of the Lassen County "Courthouse Construction Fund " (Fund 127) to the Lassen County "Criminal Justice Facilities Fund" (Fund 126).

Chairman Hanson: States that immediately following, and as a part of this agenda item deliberation, the Board will address items **H5 COURTHOUSE ANNEX SECURITY VESTIBULE** and **H8 COURT DEPARTMENT 2** as they are related.

CAO Ketelsen: States that while doing research on the use of assessments on criminal fines for emergency services, he happened to find the authorization for assessments on criminal fines for court facilities construction. The request to use funds for the annex security vestibule and Court Department 2 carpeting were received about the same time. He requested County Counsel do further research regarding funding.

County Counsel Settlemire: Presents information on the related agenda items. It is recommended the Board consider the adoption of a resolution providing that all funds deposited in the past, as well as those to be deposited in the future, be transferred from the Courthouse Construction Fund to the Criminal Justice Facilities Construction Fund. The purposes to which the Criminal Justice Facilities Construction Fund may be applied are broader than those to which the Courthouse Construction Fund may be applied. Lassen County and Los Angeles County have the authority under G. C. Section 76101.5 to move money from the Courthouse Construction Fund to the County Criminal Justice Facilities Construction Fund. Funds were last moved around 2000 so there is now \$1,150,000 in that account. Further background information is presented.

Discussion is held regarding two proposed projects and what fund they should be paid from. There are two draft Memorandums of Understanding presented regarding the building of the court security vestibule for the Courthouse Annex. When County Counsel Settlemire presented the MOU to the Administrative Office of the Courts (AOC) he found they wanted the County to be fully responsible for all the utility, maintenance and upkeep costs for the vestibule; and they wanted to use Courthouse Construction Fund money for the projects. These two items were not included in the County budget so a 4/5 vote of the Board would be required to make the appropriation. The AOC also wanted to delete the provision that would exclude the vestibule from the buy-out calculations when the courts relocate to their new facility.

The Board agrees the two projects should be funded by the Criminal Justice Facilities Construction Fund. A resolution for future transfers from the Courthouse Construction Fund to the Criminal Justice Facilities Construction Fund should be brought back to the Board on a regular basis for adoption. County Counsel states the AOC may not agree with his analysis. CAO Ketelsen suggests the Auditor not pay the bill until the AOC acknowledges that this transfer is appropriate.

**ACTION:** Supervisor Chapman suggests all future projects related to funding court needs be funded out of the Criminal Justice Facility Fund. County Counsel states all of these matters may be done with one motion by a 4/5 vote.

- 1) Item D2: Adopt Resolution No. 08-085, directing that all funds deposited to the Courthouse Construction Fund (Fund 127) be transferred to the Criminal Justice Facilities Construction Fund (Fund 126).
- 2) Item H5: 1) Authorize expenditure of \$100,615.29 from the Criminal Justice Facilities Construction Fund, and increase appropriations in the Courthouse Construction Fund (Fund 127) by a like amount [4/5ths vote required]; 2) approve Memorandum of Understanding with the California Judicial Council, Administrative Office of the Courts (AOC), consenting to the construction of the Security Vestibule with funding from the Criminal Justice Facilities Construction Fund. The Auditor will not expend the money until there has been agreement received from the Administrative Office of the Courts.
- 3) Item H8: Authorize the expenditure of \$29,657 from the Criminal Justice Facilities Construction Fund for the re-carpeting of the Court's Department II office space and; 2) increase appropriations in the Criminal Justice Facilities Construction budget in the amount of \$29,657.

**MOVED BY:** Chapman

**AYES:** Hanson, Chapman, Keefer, Dahle

**NOES:** None

**SECONDED BY:** Dahle

**ABSTENTIONS:** None

**ABSENTEES:** Pyle

**UNANIMOUS:** No

## **ADMINISTRATIVE SERVICES - LETTER**

Mark Shaffer speaks as a Registered Professional Forester, land and business owner, licensed timber operator, fuel reduction worker and a consulting forester for the LCFSC. Presents information regarding letter requested by LCFSC Project Manager Tom Esgate in response to Lahontan Water Quality Control Board's proposed revisions of their waiver application requirements. The proposed Lahontan waiver applications would cause two additional time delays to projects. The waiver application cannot be sent in without an exemption number from CALFIRE which sometimes takes as long as 6 to 8 weeks. After the application with exemption number is sent to Lahontan, operations cannot commence for 30 days, or sooner if Lahontan notifies the FSC. Restrictions already have the work season down to five and a half months; additional paperwork will present a bigger burden and some work may not get done. Typically many landowners do not agree to have work done until the last minute after they see work the FSC has done in their neighborhood. Costs can be kept down if an operator can come into an area and treat a large section; if they have to come back and re-treat the areas, the cost per acre increases and that means fewer total acres treated. Fire Safe Council work depends a great deal on grants with time constraints. It is requested that the Board of Supervisors submit a letter requesting Lahontan to consider adopting the Central Valley Water Quality Control Board (CVWQCB) model for operating under a waiver.

Discussion is held. Supervisor Chapman suggests the letter be sent, with minor changes, to the Chairman of the State Water Resources Control Board requesting they give direction to Lahontan to return back to the administrative model that has worked for a number of years; with copy to Lahontan Regional Water Quality Control Board, the Director of Water Resources in Sacramento, Governor and Senator Dave Cox. Supervisor Dahle feels this area should be exempt from the restrictions.

**ACTION:** Approve letter with suggested changes and authorize Chairman to sign and send as directed.

**MOVED BY:** Dahle

**AYES:** Hanson, Chapman, Keefer, Dahle

**NOES:** None

**SECONDED BY:** Keefer

**ABSTENTIONS:** None

**ABSENTEES:** Pyle

**UNANIMOUS:** No

## **CONSENT CALENDAR**

Item G1 Minutes was removed from the agenda for separate consideration.

## **REGISTRAR OF VOTERS**

Receive and file the Certified Statement of Results for the November 4, 2008, Presidential General Election as per Section 15372 of the California Elections code; and Declare the results as per Election Code Section 15400.

## **ADMINISTRATIVE SERVICES ITEM - PERSONNEL REPORT**

Receive and file Personnel Movement Report for October, 2008.

## **AGRICULTURAL COMMISSIONER ITEMS**

### **PETTY CASH FUND**

Approve a petty cash fund, not to exceed \$50.00, to be set up for the Agricultural Commissioners office to allow immediate reimbursement of small purchases.

## **CONTRACT**

Approve FY 2008/2009 contract with California Department of Food and Agriculture for Nursery Inspection in the amount of \$14,238, and authorize Chairman to sign contract and Certification Form.

COMMUNITY DEVELOPMENT DEPARTMENT ITEM - PLANNING DIVISION  
Receive Report on Local Hazard Mitigation Plan.

### MISCELLANEOUS CORRESPONDENCE ITEMS

Receive and file the following correspondence:

- a. PSA 2 Area Agency on Aging Notice of Cancellation of November 21, 2008 Advisory Council meeting.
- b. Alcohol & Drug Advisory Board meeting agenda for November 17, 2008 and minutes of October 27, 2008.
- c. Susanville City Council, Susanville Community Development Agency, Susanville Municipal Energy Corporation and Susanville Public Financing Authority meeting agenda for November 19, 2008.

### COUNTY CLERK – MINUTES

Chairman Hanson states he was not at the July 22, 2008 meeting so will be abstaining.

**ACTION:** Approve Minutes of the July 22, 2008 meeting.

**MOVED BY:** Chapman

**SECONDED BY:** Dahle

**UNANIMOUS:** No

**AYES:** Chapman, Keefer, Dahle

**ABSTENTIONS:** Hanson

**NOES:** None

**ABSENTEES:** Pyle

### ADMINISTRATIVE SERVICES

#### TITLE III REQUEST

Assistant to the CAO Julie Morgan presents the Title III request for funding from the Lassen County Fire Safe Council, Inc.

**ACTION:** Approve the Title III request for funding from the Lassen County Fire Safe Council, Inc. in the amount of \$139,400 for fiscal year March 1, 2009 to February 28, 2010, for 1) planning; 2) grant writing; 3) agency collaboration and coordination; 4) community organization; and 5) public awareness and education, and authorize public posting.

**MOVED BY:** Dahle

**SECONDED BY:** Keefer

**UNANIMOUS:** No

**AYES:** Hanson, Chapman, Keefer, Dahle

**ABSTENTIONS:** None

**NOES:** None

**ABSENTEES:** Pyle

### COMMUNITY DEVELOPMENT DEPARTMENT - ECONOMIC DEVELOPMENT / HOUSING

Chief of Economic Development Monica Cochran presents information on the 2008/2009 State of California Department of Housing and Community Development, Community Development Block Grant Program, Economic Development Allocation, Enterprise Fund Component for up to \$300,000.

Notice of funding availability was received and Community Development decided to see if the Board was interested in applying for these funds. Applications are due December 18. Eligible uses would be for business loans, microenterprise loans (for businesses who have 5 or less employees) or technical assistance to those microenterprise loans. It is intended to benefit people in low income bracket. For a loan, the business would have to create one job for every \$35,000 they borrow. When loans are repaid, they would go into the revolving loan fund which would be loaned again. There is currently about \$115,000 in that fund that would be added to. Supervisor Chapman asks about administrative costs and Ms. Cochran responds that it is usually 5% but can go to 7 1/2%. Several people have expressed an interest in this type of program. Supervisor Keefer feels the Board should go ahead with the process; the County should help local business. Ms. Cochran will bring additional information to the Board regarding administrative costs.

**ACTION:** Approve the grant application to the Department of Housing and Community Development (HCD), Community Development Block Grant (CDBG) Program, Economic Development Allocation, Enterprise Fund for up to \$300,000.

**MOVED BY:** Keefer

**SECONDED BY:** Dahle

**UNANIMOUS:** No

**AYES:** Hanson, Keefer, Dahle  
**NOES:** Chapman

**ABSTENTIONS:** None  
**ABSENTEES:** Pyle

### **HEALTH & SOCIAL SERVICES - ENVIRONMENTAL HEALTH**

Public meeting to review Draft Statewide Sewage Disposal Regulations (AB 885).

Environmental Scientist Alan Jones: Presents update on the Draft Statewide Sewage Disposal Regulations (AB 885). AB 885 was signed into law in 2000 and was supposed to take effect January, 2004 but has not. The new Draft Environmental Impact Report (DEIR) was released November 7, 2008 which started a 90 day review period to be closed February 9, 2009 with anticipated effective date of January 1, 2010 which would be implemented and enforced July 1, 2010. The full text can be found at [www.waterboards.ca.gov/water\\_issues/programs/septic\\_tanks](http://www.waterboards.ca.gov/water_issues/programs/septic_tanks).

Questions some information used in support of document. There will be more detailed review. An important meeting will be held December 11, 2008, sponsored by the State Water Board, 7:00 p.m. at Jensen Hall, Susanville. Sierra, Plumas and Modoc Counties are expected to attend. Another meeting will be held in Redding and one in the northern part of the state. RCRC will be meeting with the CA Conference of Directors of Environmental Health on December 3 in Sacramento. The Land Use Committee of the Directors of Environmental Health will meet December 4. The California Onsite Wastewater Association (COWA) is also going to have a meeting in Oroville December 9, but it is more of a technical meeting for septage people, engineers or contractors.

Supervisor Dahle: States that when counties give recommendations, the State does not take that input and he wants to know what can be done. States that everyone with a septic system will be affected.

CAO Ketelsen: States the EIR can be challenged if the adequacy of the data is incorrect; regulations could be challenged as being inconsistent with the enabling legislation; or some sort of legislative initiative action could be taken to try to override what they are doing at the regulation level. States that if the EIR were going to be challenged, the basis for the challenge needs to be made now. Feels maybe that this could be coordinated through RCRC, similar to what was done with the Quincy Library Group (QLG).

Mr. Jones: Concerns for Lassen County: the regulations do not take into consideration our rural settings; or septic systems on hundreds of acres versus quarter acre lots; no local control; no authority to make a determination in certain instances; no waivers or exemptions. From a real estate or tax based perspective, it could create problems with legally created lots not being buildable because of the restrictions. There are no ways to mitigate potential problems. Anyone with a well would have to do self-monitoring every five years; sees a lot of potential problems.

### **PUBLIC WORKS DEPARTMENT – RESOLUTION**

Supervisor Dahle states there are several roads that go from city to city and the Board should be talking about maintenance of those roads.

**ACTION:** Adopt Resolution No. 08-086 adding Skyline Road East into the County Maintained Road System.

**ACTION REQUESTED:** Adopt resolution.

**MOVED BY:** Chapman

**AYES:** Hanson, Chapman, Keefer, Dahle

**NOES:** None

**SECONDED BY:** Keefer

**ABSTENTIONS:** None

**ABSENTEES:** Pyle

**UNANIMOUS:** No

### **INFORMATION FOR THE BOARD**

CAO Ketelsen: 1) Reminds the Board that the Annual Employee Recognition Committee Christmas Party will be held at Jensen Hall December 2. 2) Reports that since he has not been able to take his leave throughout the year and he intends to make a gift of one of those days for the Christmas celebration to any other member of the staff who gets the draw, if the Board approves. County Counsel has discussed the matter with the Personnel Director and though there is not a policy for this, it is not a gift of public funds. States a Manager or an Elected Official might have an issue with an employee taking time off.

**ADJOURNMENT IN MEMORY**

There being no further business, the meeting is adjourned at 11:57 a.m. in memory of Julie McQueen and Page Montgomery.

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Chairman of the Board of Supervisors

ATTEST:

\_\_\_\_\_  
Susan Osgood, Deputy Clerk of the Board