



# **AGENDA**

## **BOARD OF SUPERVISORS, COUNTY OF MONO**

### **STATE OF CALIFORNIA**

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.  
Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

### **Regular Meeting**

#### **October 3, 2023**

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### **TELECONFERENCE INFORMATION**

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Board may participate by electronic means.

1. Mammoth Teleconference Location – for meetings held on the first and second Tuesday of each month - Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
2. Bridgeport Teleconference Location – for meetings held on the third Tuesday of each Month - Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
3. Zoom Webinar.

Members of the public may participate via the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

#### **To join the meeting by computer:**

Visit <https://monocounty.zoom.us/j/89125006072> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 89125006072.

To provide public comment, press the "Raise Hand" button on your screen.

#### **To join the meeting by telephone:**

Dial (669) 900-6833, then enter Zoom Webinar ID 891 2500 6072.

To provide public comment, press \*9 to raise your hand and \*6 to mute/unmute.

If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting: [https://monocounty.granicus.com/MediaPlayer.php?publish\\_id=e7d204c7-e668-44f4-be12-b19e6bd13e27](https://monocounty.granicus.com/MediaPlayer.php?publish_id=e7d204c7-e668-44f4-be12-b19e6bd13e27)

**NOTE:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5530 or [bos@mono.ca.gov](mailto:bos@mono.ca.gov). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517) and online at <http://monocounty.ca.gov/bos>. Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board and online.

**UNLESS OTHERWISE SPECIFIED BY TIME, ITEMS SCHEDULED FOR EITHER THE MORNING OR AFTERNOON SESSIONS WILL BE HEARD ACCORDING TO AVAILABLE TIME AND PRESENCE OF INTERESTED PERSONS. PUBLIC MAY COMMENT ON AGENDA ITEMS AT THE TIME THE ITEM IS HEARD.**

9:00 AM      Call meeting to Order

Pledge of Allegiance

**1.      OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

**2.      RECOGNITIONS - NONE**

**3.      COUNTY ADMINISTRATIVE OFFICER**

CAO Report regarding Board Assignments

Receive brief oral report by County Administrative Officer (CAO) regarding work activities.

**4.      DEPARTMENT/COMMISSION REPORTS**

Receive brief oral report on emerging issues and/or activities.

**5.      CONSENT AGENDA**

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

**A.      Review of Emergency Declarations - 2022/23 Winter Storms**

Departments: Emergency Management

Review of local declarations of emergency related to 2023 severe winter storms proclaimed on January 10 and February 28, by the Mono County Emergency Services Director and ratified by the Board of Supervisors on January 17, and March 7, respectively (last review date: August 15, 2023).

**Recommended Action:** 1) Find that conditions justifying the two emergency declarations made by Mono County as a result of severe winter storms continue to exist and the emergency declarations should remain in place; and (2) Direct staff to agendize a subsequent review of the emergency declarations within 60 days as required by Government Code section 8630.

**Fiscal Impact:** Maintenance of the emergency declarations continues the County's eligibility for state and federal disaster assistance to reimburse emergency response expenditures.

**B. Flu Vaccination Clinic Memorandum of Understanding with Education Partners**

Departments: Health and Human Services

Proposed Memorandum of Understanding (MOU) with Mono County Office of Education and Mammoth Unified School District pertaining to annual flu vaccination clinics to be provided by Mono County Public Health Division on school campuses.

**Recommended Action:** Approve an MOU with the Mono County Office of Education and Mammoth Unified School District for flu clinics for the period October 1, 2023, through November 30, 2023, and authorize the Health and Human Services Director to sign.

**Fiscal Impact:** None.

**C. Recycling and Diversion Services Contract - Organics and Wood Chipping**

Departments: Public Works - Solid Waste

Proposed contract with Terra Firma Organics, LLC pertaining to wood and green waste chipping services.

**Recommended Action:** Approve, and authorize Public Works Department Director to sign, contract with Terra Firma Organics, LLC for wood and green waste chipping services for the period July 1, 2023 through December 31, 2024 and a not-to-exceed amount of \$120,000 in any 12-month period.

**Fiscal Impact:** The maximum cost of this contract in any 12-month period is \$120,000 to be paid from the County's Solid Waste Enterprise Fund.

**D. Monthly Treasury Transaction Report**

Departments: Finance

Treasury Transaction Report for the month ending 8/31/2023.

**Recommended Action:** Approve the Treasury Transaction Report for the month ending 8/31/2023.

**Fiscal Impact:** None.

**E. Antelope Valley Regional Planning Advisory Committee Appointment**

Departments: Community Development

Appointment of Jim Ricks to the Antelope Valley Regional Planning Advisory Committee.

**Recommended Action:** Appoint Jim Ricks to the Antelope Valley Regional Planning Advisory Committee (RPAC) for the remainder of the term expiring on December 31, 2026, as recommended by Supervisor Peters.

**Fiscal Impact:** None, the cost of RPACs is included in the adopted Community Development budget.

**F. Approval for Children's Medical Services (CMS) Foster Care Certification Statement**

Departments: Health and Human Services, Public Health

Approval of Certification Statement with State of California Health and Human Services Agency, Department of Health Care Services pertaining to the Health Care Program for Children in Foster Care.

**Recommended Action:** Authorize Chair to sign certification statement with State of California Health and Human Services Agency, Department of Health Care Services for the Health Care Program for Children in Foster Care for the period July 1, 2023, through June 30, 2024.

**Fiscal Impact:** Renewal of Foster Care Program funding through the State of California Health and Human Services Agency, Department of Health Care Services, up to \$12,000 in Federal and State funding.

**G. Agreement with Boxx Modular, Inc.**

Departments: Public Works - Solid Waste

Proposed contract with Boxx Modular Inc. pertaining to providing a prefabricated gatehouse. This contract was previously approved by the Board, but never executed by the contractor due to the contractor's need for a longer performance period. It is presented again for Board approval, with an extended performance period.

**Recommended Action:** Approve, and authorize Public Works Director to sign, contract with Boxx Modular Inc. to provide a prefabricated gatehouse for installation at the Pumice Valley Landfill. The contract is for the period January 1, 2023, through June 30, 2024 and a not-to-exceed amount of \$250,000. Find that the project is exempt from review pursuant to the California Environmental Quality Act under the Class 3 (new construction or conversation of small structures) and Class 11 (accessory structures) exemptions and direct staff to file a Notice of Exemption.

**Fiscal Impact:** The maximum amount payable to Boxx Modular, Inc. is \$250,000, with an additional \$20,000 estimated to cover sales tax and site preparation work, to be paid from the Solid Waste Enterprise Fund.

**6. CORRESPONDENCE RECEIVED - NONE**

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

7. **REGULAR AGENDA - MORNING**

A. **Update on Emergency Repair Benton Crossing Road and Northshore Drive**

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Update on emergency road repairs on Benton Crossing Road and Northshore Drive.

**Recommended Action:** 1. Receive update on the status of repairs. 2. Review the emergency action and either: (a) find that there is a need to continue the repair of Benton Crossing Road and Northshore Drive to make those roads safe for travel before winter snows and authorize the Public Works Director to continue procuring the necessary equipment, services, and supplies to continue emergency repairs on Benton Crossing Road and Northshore Drive, without giving notice for bids to let contracts (4/5 vote is required); or (b) find that the emergency repair work is complete and that this item need not appear on future agendas of the Board.

**Fiscal Impact:** The project will be primarily funded with Federal Emergency Management Agency. (FEMA) and California Governor's Office of Emergency Services (CALOES) assistance.

B. **Loan to June Lake Chamber of Commerce for Tourism Business Improvement District (TBID) Assessment and Planning**

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - Proposed agreement with the June Lake Chamber of Commerce pursuant to which County would loan the Chamber funds to investigate and develop materials related to the potential establishment of a Tourism Business Improvement District (TBID) in June Lake, California.

**Recommended Action:** Approve, and authorize Chair to sign, loan agreement with the June Lake Chamber of Commerce to support the Chamber's investigation of a possible TBID in June Lake for the period September 5, 2023, through September 4, 2024, and a not-to-exceed amount of \$47,000.

**Fiscal Impact:** \$47,000, borrowed from the County's General Fund, to be repaid by the Chamber out of the proceeds of the TBID, if established, or from other sources if not established. Interest accrues at 5%.

C. **Discussion regarding Federal Government Shutdown and Potential County Impacts**

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - Discussion regarding Federal Government Shutdown and Potential County Impacts.

**Recommended Action:** Staff recommends that the Board discuss the possible Federal Government Shutdown and provide direction to staff to draft letters to federal agencies advocating for continuity of services.

**Fiscal Impact:** None.

**D. Terms and Conditions of Employment and Job Description - Health and Human Services**

Departments: Health and Human Services

10 minutes

(Kathy Peterson, Health, and Human Services Director) - Board approval of two new position descriptions within the Health and Human Services (HHS) Department (HHS Deputy Director and HHS Chief Fiscal Officer) and approval of terms and conditions of employment reclassifying existing employee Stephanie Butters as HHS Chief Fiscal Officer.

**Recommended Action:** (1) Approve the Health and Human Services Deputy Director and Chief Fiscal Officer position descriptions; and (2) Announce fiscal impact and adopt proposed Resolution Approving Agreement Regarding Terms and Conditions of Employment for Stephanie Butters as Chief Fiscal Officer.

**Fiscal Impact:** This item increases spending for the remainder of this fiscal year by \$16,317, of which \$13,777 is salary and \$2,541 is benefits. The annual cost of this position is currently \$156,049. If this item is approved, the annual cost will be \$171,829, of which \$123,427 is salary and \$48,402 is benefits. The fiscal impact of this item is included in the Health and Human Services FY 2023-24 adopted budget.

**E. Terms and Conditions of Employment and Job Description - County Counsel Office Manager**

Departments: County Counsel

5 minutes

(Stacey Simon, County Counsel) - Job description and resolution approving an agreement regarding terms and conditions of employment with Kevin Moss as County Counsel Office Manager, and prescribing the compensation, appointment, and conditions of said employment.

**Recommended Action:** Announce Fiscal Impact. Approve job description and adopt resolution approving an agreement regarding terms and conditions of employment with Kevin Moss as County Counsel Office Manager. Authorize the Board Chair to execute said agreement on behalf of the County.

**Fiscal Impact:** This item increases spending for the remainder of this fiscal year

by \$4,389, of which \$3,773 is salary and \$616 is benefits. The annual cost of this position is currently \$97,713. If this item is approved, the annual cost will be \$103,624, of which \$79,560 is salary and \$24,064 is benefits. This fiscal impact is included in the County Counsel's FY 2023-24 adopted budget.

**F. Terms and Conditions of Employment - Housing Opportunities Manager**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution approving a contract with Tyrone Grandstrand as Housing Opportunities Manager, and prescribing the compensation, appointment, and conditions of said employment.

**Recommended Action:** Announce Fiscal Impact. Adopt proposed resolution approving a contract with Tyrone Grandstrand as Housing Opportunities Manager, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

**Fiscal Impact:** The estimated cost of this position for the remainder of the fiscal year is \$132,577, of which \$91,640 is salary and \$40,937 is benefits. The total cost of salary and benefits for an entire fiscal year is approximately \$171,829, of which \$123,427 is salary and \$48,402 is benefits. This is included in the Department's FY 2023/24 approved budget.

**8. CLOSED SESSION**

**A. Closed Session - Labor Negotiations**

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

**B. Closed Session - Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: three.

**C. Closed Session – Real Property Negotiation**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 264 Highway 182, Bridgeport, CA. County

Negotiator: Mono County by: Mary Booher and Sandra Moberly. Negotiating Parties: Garth Moore . Under Negotiation: Price, terms, and conditions.

**D. Closed Session – Real Property Negotiation**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 15 White Mountain Drive, Chalfant CA 93512. County Negotiator: Mono County by: Sandra Moberly, Mary Booher. Negotiating Parties: Mono County Tax Collector. Under Negotiation: Price, terms and conditions.

**E. Closed Session – Real Property Negotiation**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 350 Mule Deer Road, Coleville, CA 96107. County Negotiator: Mono County by: Sandra Moberly, Mary Booher. Negotiating Parties: Mono County Tax Collector. Under Negotiation: Price, terms and conditions.

**F. Closed Session – Real Property Negotiation**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 15 White Mountain Drive, Chalfant CA 93512. County Negotiator: Mono County by: Sandra Moberly and Mary Booher. Negotiating Parties: Mono County Tax Collector. Under Negotiation: Price, terms and conditions.

**G. Closed Session - Public Employee Evaluation**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

**9. BOARD MEMBER REPORTS**

The Board may, if time permits, take Board Reports at any time during the meeting and not at a specific time.

**ADJOURN**