

# COUNTY OF NEVADA

## STATE OF CALIFORNIA

*Supervisor Heidi Hall, District I*  
*Chair Ed Scofield, District II*  
*Supervisor Lisa Swarthout, District III*  
*Supervisor Susan Hoek, District IV*  
*Vice-Chair Hardy Bullock, District V*

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*Julie Patterson Hunter, Clerk of the Board*  
*Alison Lehman, County Executive Officer*  
*Katharine L. Elliott, County Counsel*



## BOARD OF SUPERVISORS

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## SUMMARY MINUTES

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday, October 24, 2023	9:00 AM	Board Chamber, First Floor Eric Rood Administrative Center 950 Maidu Avenue, Suite 200 Nevada City, California

### REGULAR MEETING: 9:00 AM

*Roll Call*

*The following Supervisors present:*

*Heidi Hall, 1st District*  
*Ed Scofield, 2nd District*  
*Lisa Swarthout, 3rd District*  
*Susan Hoek, 4th District*

*The following Supervisor attended remote:*

*Hardy Bullock, 5th District*

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### STANDING ORDERS:

Chair Scofield called the meeting to order at 9:00 a.m.

The Pledge of Allegiance was held.

No corrections or deletions to the agenda were noted.

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### PUBLIC COMMENT:

[SR 23-4795](#) Public comment received.

ACTION TAKEN: Chair Scofield opened the opportunity for general public comment, and comments were received. There being no additional members of the public waiting to speak, Chair Scofield closed public comment.

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**CONSENT CALENDAR:****Behavioral Health Director: Phebe Bell**

1. [SR 23-4702](#) Resolution approving a Participation Agreement between the County of Nevada and California Mental Health Services Authority (CalMHSA) State Hospitals Program, for services related to the placement of authorized individuals into a State Hospital, in the maximum amount of \$2,804, for the period July 1, 2023 through June 30, 2025, and authorizing the Chair of the Board of Supervisors to execute the agreement.  
**Adopted.**  
Enactment No: RES 23-519
2. [SR 23-4703](#) Resolution approving a Memorandum of Understanding (MOU) between the County of Nevada, as a participating County with the California Mental Health Services Authority (CalMHSA) State Hospitals Program, and the Department of State Hospitals (DSH), pertaining to the establishment of terms, conditions, and rates for patient placements in DSH facilities, for the period October 1, 2023 through June 30, 2025, and authorizing the Nevada County Behavioral Health Director to execute the MOU and any necessary documents.  
**Adopted.**  
Enactment No: RES 23-520
3. [SR 23-4616](#) Resolution approving Standard Agreement 23-30116 between the County of Nevada and the Department of Health Care Services for the purpose of identifying and providing Drug Medi-Cal Organized Delivery System services for substance use disorder treatment in Nevada County, in the maximum amount of \$30,049,500, for the period July 1, 2023 through June 30, 2027, and authorizing the Chair of the Board of Supervisors to execute the agreement.  
**Adopted.**  
Enactment No: RES 23-521

**Public Health Director: Kathy Cahill**

4. [SR 23-4783](#) Resolution approving the renewal of Nevada County's Children's Medical Services Plan, which includes the Child Health and Disability Prevention Program/Childhood Lead Poisoning Prevention Program, and Health Care Program for Children in Foster Care, for Fiscal Year 2023/24, providing state and federal funding in the projected amount of \$389,283, and authorizing the Chair of the Board of Supervisors to execute the Plan Certifications.  
**Adopted.**  
Enactment No: RES 23-522

Sheriff-Coroner/Public Administrator: Shannan Moon

5. [SR 23-4569](#) Resolution approving Amendment 1 to the contract between the County of Nevada and Lehr Auto Electric and Emergency Equipment for the provision of vehicle equipment purchases and installation services (Res. 22-378), increasing the maximum not-to-exceed contract amount from \$95,000 to \$237,000, for the period July 1, 2023 through June 30, 2024, and authorizing the Chair of the Board of Supervisors to execute the amendment.

**Adopted.**

Enactment No: RES 23-523

Auditor-Controller: Gina Will

6. [SR 23-4449](#) Resolution amending the Nevada County Credit Card Policy & Procedures.

**Adopted.**

Enactment No: RES 23-524

Community Development Agency Director: Trisha Tillotson

7. [SR 23-4798](#) Resolution approving Amendment 2 to the contract between the County of Nevada and Sauers Engineering, Inc., for professional engineering services for the North San Juan Fire Suppression Project (PESP4399), increasing the contract to a new not-to-exceed amount of \$127,055, extending the term of the contract to December 31, 2025, authorizing the Purchasing Agent to execute the amendment, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 budget. (4/5 affirmative vote required) (Dist. IV)

**Adopted.**

Enactment No: RES 23-525

Chief Information Officer: Landon Beard

8. [SR 23-4708](#) Resolution proclaiming October 2023 as "Cybersecurity Awareness Month" in Nevada County.

**Adopted.**

Enactment No: RES 23-526

Director of Facilities Management: Justin Drinkwater

9. [SR 23-4786](#) Resolution approving a Lease Agreement between the County of Nevada and Welcome Home Vets for office space at the Veterans Memorial Building, located at 255 South Auburn Street, Grass Valley, CA 95945, in the amount of \$250 per month, for the period October 1, 2023 through October 31, 2024, and authorizing the Director of Facilities to execute the agreement.

**Adopted.**

Enactment No: RES 23-527

County Librarian: Nick Wilczek

10. [SR 23-4575](#) Resolution approving Amendment 4 to the Lease Agreement between the County of Nevada and Wildwood West Investors for Library space in the Wildwood Commercial Center, located at 11252 and 11254 Pleasant Valley Road, Penn Valley, CA 95946 (Res. 16-423), in the amount of \$2,044 per month plus operating expenses at a fixed rate of \$856 per month, for a total monthly rent payment of \$2,900, for the period December 1, 2023 through November 30, 2028, and authorizing the Chair of the Board of Supervisors to execute the agreement.

**Adopted.**

Enactment No: RES 23-528

Director of Human Resources: Steven Rose

11. [SR 23-4801](#) Resolution amending authorized Personnel Staffing Resolution 23-338, adopted June 27, 2023, allocating positions to various County departments, revising the total number of FTE to 874.10, effective October 24, 2023.
- Adopted.**
- Enactment No: RES 23-529
12. [SR 23-4802](#) Resolution amending authorized Personnel Salary Resolution 23-339, adopted June 27, 2023, allocating positions to various salary ranges, effective October 24, 2023.
- Adopted.**
- Enactment No: RES 23-530

County Counsel: Katharine L. Elliott

13. [SR 23-4788](#) (Waive further reading/Adopt) An Ordinance revising sections of the Nevada County General Code.
- Adopted.**
- Enactment No: ORD-2530
14. [SR 23-4789](#) (Waive further reading/Adopt) An Ordinance revising sections of the Nevada County Land Use Code.
- Adopted.**
- Enactment No: ORD-2531

*Approval of the Consent Agenda*

**Adopted.**

**ACTION TAKEN:** Chair Scofield introduced the consent agenda. Chair Scofield noted that Supervisor Hoek requested that Item 15 (SR 23-4805) be pulled from consent for discussion. Chair Scofield then provided an opportunity for public input on the consent agenda; no public comments were received.

**MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hall to adopt the consent agenda, less Item 15 (SR 23-4805). On a roll call vote, the motion passed unanimously.**

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**ITEM PULLED FROM CONSENT FOR DISCUSSION:**

Clerk of the Board: Julie Patterson Hunter

15. [SR 23-4805](#) Resolution making findings, accepting the appeal filed by Court and Megan Worden from the decision of the Nevada County Planning Department for the conditional approval for an Administrative Development Permit, Petition for Exceptions to Driveway Standards, and Management Plan (PLN20-0042; ADP20-0012; PFX22-0037; MGT23-0023) to permit a commercial cannabis operation on the property located at Thoroughbred Loop, Grass Valley, CA 95949 (APN 053-320-044); and scheduling the appeal for a public hearing on December 5, 2023 at 1:30 p.m.

**Adopted.**

Enactment No: RES 23-531

**ACTION TAKEN:** Supervisor Hoek asked staff to provide additional clarification for the Board and the public regarding the agenda item.

Jeffrey Thorsby, Senior Management Analyst, responded to Supervisor Hoek's request for clarification. Referencing the Land Use and Development Code, Jeffrey explained the process for the acceptance of the appeal and its scheduling for hearing. Jeffrey noted the requirements for acceptance that the Board would consider today, including completeness of the appeal and the timeliness of its filing. If the Board were to accept the appeal today and schedule the hearing for a date certain, Jeffrey emphasized that it would be at that noticed hearing time that the merits of the case and all substantive issues would be considered. The Board would then make a determination on the Planning Department's decision and on the appeal. Today, however, only the acceptance and scheduling of the appeal is to be considered.

Board discussion ensued. The Chair provided an opportunity for public comment and comments were received. Chair Scofield closed public comment.

**MOTION:** Motion made by Supervisor Hoek and seconded by Supervisor Swarhout to adopt Resolution 23-531, accepting the appeal filed by Court and Megan Worden and scheduling the appeal for a public hearing on December 5, 2023 at 1:30 p.m. On a roll call vote, the motion passed unanimously.

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**Regular meeting of the Board of Directors of the Nevada County Sanitation District No. 1.**

**Call the meeting to order:**

ACTION TAKEN: Chair Scofield recessed as the Nevada County Board of Supervisors and called the regular meeting of the Nevada County Sanitation District No. 1 Board of Directors to order. All Directors were present.

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**Consent:**

Public Works Director: Heba El-Guindy

**16a.** [SR 23-4780](#) Resolution directing the Auditor-Controller to amend the Nevada County Sanitation District No. 1 budgets for Fiscal Year 2022/23. (4/5 affirmative vote required)

**Adopted.**

Enactment No: SD23-009

**16b.** [SR 23-4781](#) Resolution authorizing the Nevada County Sanitation District No. 1 to purchase a towable standby generator for \$39,972, approving the capital asset purchase, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 budget and to release fund balance from the Lake of the Pines and Lake Wildwood operating and maintenance funds. (4/5 affirmative vote required) (Dists. II and IV)

**Adopted.**

Enactment No: SD23-010

County Counsel: Katharine L. Elliott

**16c.** [SR 23-4787](#) (Introduce/Waive further reading) An Ordinance amending, adding, and repealing non-substantive sections of the Nevada County Sanitation District Code.

**First reading held.**

Clerk of the Board: Julie Patterson Hunter

- 16d. [SR 23-4797](#) Acceptance of Nevada County Sanitation District No. 1 Summary Minutes for September 26, 2023.  
**Accepted.**

*Approval of the Consent Agenda*

**Adopted.**

ACTION TAKEN: Chair Scofield introduced the consent calendar and provided an opportunity for public comment. No comments were received, and Chair Scofield closed public comment.

**MOTION: Motion made by Director Hoek and seconded by Director Hall to adopt the Sanitation District's consent agenda. On a roll call vote, the motion passed unanimously.**

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**Public comment:**

[SR 23-4796](#) No public comment received.

ACTION TAKEN: Chair Scofield opened the opportunity for general public comment for the Sanitation District, and no comments were received. Chair Scofield closed public comment.

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**Adjournment:**

ACTION TAKEN: Chair Scofield adjourned as the Board of Directors of the Nevada County Sanitation District No. 1 and reconvened as the Nevada County Board of Supervisors.

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**COMMUNITY PRESENTATION:**

**Director of Social Services: Rachel Peña**

17. [SR 23-4615](#) Alliance for Workforce Development, Inc. (Nevada County Business and Career Network) annual presentation of the Alliance's Fiscal Year 2022/23 performance - Workforce Innovation and Opportunity Act Program and Services. (Maryanne Connelley, Business Services Representative, AFWD)  
**Accepted.**

**ACTION TAKEN:** Rachel Peña, Director of Social Services, introduced Maryanne Connelley, Business Services Director with the Alliance for Workforce Development, Inc. Director Connelley provided a presentation regarding the organization's activities in Nevada County during Program Year 2022-2023. Director Connelley reviewed the number of clients served (3,634) and the number of services provided to businesses (1,189). Services included on the job training, job search and resume assistance, human resources consultation, recruitment, work experience, and many others. Board questioning and discussion ensued. Chair Scofield offered the opportunity for public comment; no comments were received.

**MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hoek to accept the Alliance for Workforce Development, Inc. annual presentation. On a voice vote, the motion passed unanimously.**

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**\*DEPARTMENT HEAD MATTERS:**

**Health and Human Services Agency Director: Ryan Gruver**

18. [SR 23-4711](#) (Introduce/Waive further reading) Ordinance replacing in its entirety Chapter II, Article 11 of the Nevada County Administrative Code. [Amending the Ordinance authorizing the County of Nevada to join Partnership HealthPlan of California.]  
**First reading held.**

**ACTION TAKEN:** Ryan Gruver, Health and Human Services Agency Director, and Tim Sharp, Executive Director of Partnership Health Plan, provided a presentation regarding the provision of health care services to Medi-Cal recipients in rural counties, with a recommendation that counties transition to the County Organized Health System model. This model provides counties the greatest amount of local control, allowing counties to be directly responsible for the governance of their respective plans. The proposed Ordinance will authorize the County to transition to this model, administered by Partnership HealthPlan of California, taking effect on January 1, 2024.

Executive Director Sharp provided an overview of Partnership HealthPlan. It's mission is to help members and the communities served to be healthy; it's vision is to be the most highly regarded managed care plan in California. Partnership priority initiatives include partnering with counties and providers to continue member outreach; building a robust network and focusing on new populations; workforce development; transportation; and Dual Special Needs Plans.

Board questioning and discussion ensued. Chair Scofield provided an opportunity for public comment; no comments were received.



**MOTION: Motion made by Supervisor Hall and seconded by Supervisor Swarhout to introduce and waive further reading of the Ordinance replacing in its entirety Chapter II, Article 11 of the Nevada County Administrative Code to authorize the County of Nevada to join Partnership HealthPlan of California. On a roll call vote, the motion passed unanimously.**

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**Child Support Services and Housing Director: Mike Dent**

19. [SR 23-4561](#) Resolution approving a contract between the County of Nevada and Nevada County Habitat for Humanity to develop and construct an owner-occupied housing project for a lower-income household through the use of California Department of Housing and Community Development's Permanent Local Housing Allocation funds, in the amount of \$171,000, for the period August 2, 2023 through June 30, 2024, and authorizing the Chair of the Board of Supervisors to execute the contract. (Housing)

**Adopted.**

Enactment No: RES 23-532

**ACTION TAKEN:** Following a short break, Chair Scofield called the meeting back into order.

Mike Dent, Housing Director, joined by Lorraine Larson, Executive Director of Habitat for Humanity, reviewed the partnership and contract with Habitat for Humanity to develop and construct an owner-occupied housing project for a lower-income household, which is funded through the California Department of Housing and Community Development's Permanent Local Housing allocation.

The project will include a restrictive deed of trust, which limits the ownership of the property to an 80% Annual Medium Income Limit occupant during a 30-year term. The site is prepared and ready for development, and the building permit is expected to be finalized at the end of the week, with building starting shortly after that. The homeowner is a single parent of 3 children who works two jobs to support their family and who is currently paying 61% of their income toward rent.

Board questioning and discussion ensued. Chair Scofield provided an opportunity for public comment and comments were received.

**MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hall to adopt Resolution 23-532, approving a contract between the County of Nevada and Nevada County Habitat for Humanity to develop and construct an owner-occupied housing project. On a roll call vote, the motion passed unanimously.**

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**Director of the Office of Emergency Services: Craig Griesbach**

20. [SR 23-4709](#) Resolution adopting language relating to the application for grant funds from the State Department of Forestry and Fire Protection (CAL FIRE) for the Woodpecker Ravine Shaded Fuel Break Phase 2 Project (5GA22209), accepting grant funds for this project in the amount of \$3,914,536.64 during the period October 24, 2023 and March 15, 2029, and authorizing the Director of Office of Emergency Services to execute all additional documents required to fulfill the requirements of the grant. (Dists. I and III)  
**Adopted.**  
Enactment No: RES 23-533
21. [SR 23-4777](#) Resolution accepting the USDA, United States Forest Services (USFS), Pacific Southwest Region, Fire and Aviation Management grant for the Ponderosa West Grass Valley Defense Zone Extension Project (23-DG-11052012-154), in the amount of \$750,000 during the period August 29, 2023 through August 1, 2025, ratifying the execution of the grant agreement dated August 29, 2023, and authorizing the Director of Office of Emergency Services to execute all additional documents required to fulfill the requirements of the grant. (Dist. III and IV)  
**Adopted.**  
Enactment No: RES 23-534
22. [SR 23-4803](#) Resolution accepting the Wildlife Conservation Board grant for the Sierra Foothill Forest Climate Resilience Project (WC-2340KM) in the amount of \$2,396,000 for the period October 3, 2023 through March 31, 2027, ratifying the grant agreement dated October 3, 2023, and authorizing the Director of Office of Emergency Services to execute all additional documents required to fulfill the requirements of the grant. (Dist. IV)  
**Adopted.**  
Enactment No: RES 23-535

**ACTION TAKEN:** Craig Griesbach, Director of Emergency Services, and Alex Keeble-Toll, Senior Administrative Analyst, joined by Erin Andrew of Sierra Streams Institute and Jim Mathias of Fire Safe Council of Nevada County, provided a presentation regarding three projects and their funding sources.

The projects are as follows: Woodpecker Ravine Shaded Fuel Break (Phase 2) (CALFIRE funding in the amount of \$3,914,536.64); Ponderosa West Grass Valley Defense Zone Extension Project (USFS funding in the amount of \$750,000); and the Sierra Foothill Forest Climate Resilience Project (Wildlife Conservation Board funding in the amount of \$2,396,000).

Board questioning and discussion ensued. Chair Scofield provided an opportunity for public comment and comments were received; the Chair then closed public comment.

**MOTION: Motion made by Supervisor Hall and seconded by Supervisor Swarhout to adopt Resolution 23-533, accepting grant funds for the Woodpecker Ravine Shaded Fuel Break Phase 2 Project. On a roll call vote, the motion passed unanimously.**

**MOTION: Motion made by Supervisor Hoek and seconded by Supervisor Hall to adopt Resolution 23-534, accepting the grant for the Ponderosa West Grass Valley Defense Zone Extension Project. On a roll call vote, the motion passed unanimously.**

**MOTION: Motion made by Supervisor Hoek and seconded by Supervisor Hall to adopt Resolution 23-535, accepting the grant for the Sierra Foothill Forest Climate Resilience Project. On a roll call vote, the motion passed unanimously.**

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**\*ANNOUNCEMENTS:**

ACTION TAKEN: Not held.

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**ADJOURNMENT:**

ACTION TAKEN: Chair Scofield adjourned the meeting at 12:53 p.m.

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Signature and Attestation

\_\_\_\_\_  
Edward C. Scofield, Chair

ATTEST:

By:

\_\_\_\_\_  
Tine Mathiasen, Deputy Clerk to the Board