

**SIERRA COUNTY TRANSPORTATION COMMISSION  
P. O. BOX 98 – DOWNIEVILLE, CALIFORNIA 95936**

**COMMISSIONERS**

*PAUL ROEN –CHAIRMAN  
PETER W. HUEBNER  
SCOTT SCHLEFSTEIN  
JOY MARKUM*

*NANCY ROGERS-VICE CHAIR  
MARIANNE MOORE  
MARK MARIN  
JAMES BEARD, ALTERNATE*

**WEDNESDAY  
NOVEMBER 14, 2018  
10:00 A.M.**

**SIERRAVILLE SCHOOL  
305 SOUTH LINCOLN  
SIERRAVILLE, CALIFORNIA**

**AGENDA**

Matters under the jurisdiction of the Commission, and whether or not on the posted agenda, may be addressed by the general public during the Public Comment Opportunity time. No action may be taken or substantive discussion pursued on matters not on the posted agenda.

- 1. Call to Order and Roll Call - 10:00 A.M.**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Approval of Minutes of September 19, 2018**
- 5. Announcements**
- 6. Public Comment Opportunity**
- 7. Transit Issues**
  - A. Discussion and report on status of Transit Fund and Transit Services within County
- 8. Overall Work Program**
  - A. Report on status of the Overall Work Program Budget for the current fiscal year
- 9. Administrative Consideration**
  - A. Discussion and direction on Commission stipend and travel policy amendments for the Sierra County Transportation Commission.
- 10. Regional Transportation Plan 2020**
  - A. Report on status of Request for Proposals
- 11. Transportation Issues and Project Status Reports**

- A. Bridge Projects: Salmon Lake, Packer Lake, Plumbago Creek
- B. Speed Feedback Signs
- C. Update on Project Study Reports
- E. Update on County projects
- F. Update on City projects
- G. Other Transportation Issues

**12. CALTRANS Report**

**13. Schedule Next Meeting**

**14. Adjourn**

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**WEDNESDAY**  
**SEPTEMBER 19, 2018**  
**10:00 A.M.**

**SIERRAVILLE SCHOOL**  
**305 SOUTH LINCOLN**  
**SIERRAVILLE, CALIFORNIA**

**MINUTES**

**1. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order at 10:05 a.m. by Chairman Paul Roen.

**Roll Call**

Commissioners Present: Huebner; Moore; Markum; Roen, Rogers (arrived 10:19 a.m.)

Commissioners Absent: Markum; Schlefstein

A Quorum was established.

Staff Present: Miriam Dines, Executive Secretary; Bryan Davey, Transportation Planner; Tim Beals, Executive Director

Also Present: Lori Wright, Transportation Director, Incorporated Senior Citizens; Jon Lahann, Transportation Director, Golden Rays Senior Citizens; John Funk SSTAC Member; Nima Kabirinassab, Caltrans Planner; and Gary Cathey, Deputy District Director – Planning & Local Assistance.

**2. PLEDGE OF ALLEGIANCE:** Led by Commissioner Moore

**3. APPROVAL OF AGENDA:**

**Commission Action: Commissioner Moore moved to approve the agenda; seconded by Commissioner Huebner. Motion was carried unanimously by roll call**

**4. APPROVAL OF MINUTES:**

**Commission Action: Commissioner Huebner moved to approve the minutes of July 18, 2018; seconded by Commissioner Moore. Motion was carried unanimously by roll call.**

**5. ANNOUNCEMENTS:** No announcements were made.

6. **PUBLIC COMMENT:** No public comment was offered.

7. **TRANSIT ISSUES**

Mr. Davey distributed a spreadsheet (attached hereto as Exhibit 1) and reported that since the last meeting in July, payments totaling \$8,528.67 have been received into Local Transportation Fund, which come from the ¼% sales tax, and that it seems that sales are trending up which is good for the transit program. If the upward trend continues it could help the transit system turn the corner in its deficit spending. Also reported was that over \$40,000 was received in State Transit Assistance in the prior fiscal year, funding of which goes toward capital purchases (new vans). Also reported was funding received from the SB1 State of Good Repair (SGR) program, between \$4,000-\$5000, which is specific to capital purchases.

Mr. Davey explained the need to adopt a Transit Asset Management Plan which is a new requirement in order to obtain the FTA 5311 funding for transit. It is fairly simple for SCTC since there are only the 4 vans, which is the cumulative total of assets.

**Commission Action: Commissioner Huebner moved to adopt resolution approving the Transit Asset Management Plan (TAM Plan) as presented; seconded by Commissioner Moore. Motion was carried unanimously by roll call, Resolution 2018-11.**

8. **OVERALL WORK PROGRAM**

Mr. Davey reported that there are \$6,478 in unexpended funds from the previous fiscal year which will be carried over into the current fiscal year. A resolution for budget amendment to include these funds will be presented at the next Board Meeting. Current year work is progressing as planned.

9. **PLANNING, PROGRAMMING AND MONITORING**

Mr. Davey explained that these are the annual funds that are available through Caltrans for Planning, Programming and Monitoring transportation projects. The \$27,000 in funding represents a proportionate ratio of annual State Transportation Improvement Program (STIP) funds for the administrative work related to the STIP.

**Commission Action: Commissioner Huebner moved to adopt a resolution approving the agreement for STIP Planning, Program, & Monitoring Program Fund Transfer Agreement for fiscal year 2018/2019; seconded by Commissioner Moore. Motion was carried unanimously by roll call. Agreement 2018-05.**

10. **ADMINISTRATIVE CONSIDERATION**

Mr. Beals distributed a packet of information dated September 18, 2018 with regard to the issue of Commission Meeting Reimbursement. He summarized the issues that have been raised regarding travel policies, particularly with the Sierra County Board of Supervisor. He expressed concern due to a lack of consultation to the staff of the Commission regarding what the policies were meant to be. He reported that there have been contentious discussions regarding the intent of the Commission policy with regard to members of the Board of Supervisors who serve as Commissioners filing for travel reimbursement, the concern being “double dipping.”

Presenting a history of how the Commissioner payment came into being, Mr. Beals reviewed SB45 and the major changes it brought in how projects became available to counties, and that the County's workload changed drastically at that time. A sleepy Commission that didn't have much to do became a critical function when suddenly there were millions of dollars to spend on transportation projects, or lose should the work not be done. It was noted that the SCTC is an independent commission that is not accountable to the Board of Supervisors and is autonomous in decision making. A Memorandum of Understanding establishes the linkages between the County and the Commission for the work product, as well as for the fiscal administration.

Nancy Rogers entered the meeting at 10:19 a.m.

Mr. Beals reviewed the July 1999 discussion regarding payments to Commissioners, and subsequent discussion and adoption of a policy of a payment of \$50 to Commissioners. Every member receives \$50 for attendance. Initially, when the policy was first adopted the County Auditor took exception and rejected the claims which was eventually cleared up due to the nature of the Commission as an independent body. Mr. Beals as well as Commissioner Moore recall that this payment was intended to be a salary to commissioners for attending the meeting.

Questions were raised in January of 2018 with regard to this payment as to whether it is travel reimbursement or a salary. The policy wording is unclear. County Counsel was consulted and opined that this issue could be argued either way. With allegations and contention at the County with regard to this issue, it became clear that the policy needs to be amended or clarified.

Interestingly, starting in 2016 the County Auditor directed that Commission payments to Board members be run through payroll as a salary and treated it as such.

Recently the County Auditor provided to Mr. Beals information on AB1234 and a County Counsel opinion from 2006 stating that "Stipends" are illegal.

Commissioner Huebner explained to the Commission that he has not taken mileage reimbursement for Commission meetings since January, and expressed grave disappointment and pain at the accusations that have been rendered due to this issue.

**Commission Action: Commissioner Moore made a motion of intent to adopt a policy establishing payment of salary in the amount of \$75.00 for attendance to Commission Meetings, policy to be presented at the next meeting; Seconded by Commissioner Huebner. Motion was carried unanimously by roll call.**

## **11. REGIONAL TRANSPORTATION PLAN**

Mr. Davey explained that the Regional Transportation Plan is a 20 year guiding document that is updated every 5 years which includes all proposed and potential future projects. Typically a consultant is engaged for coordinating and preparing the update and staff is requesting authorization to issue a Request for Proposals for this consulting service.

**Commission Action: By Consensus of the Commission direction is given to proceed with issuance of an RFP and to return to the Commission with a proposed agreement.**

## **12. TRANSPORTATION ISSUES AND PROJECT STATUS REPORTS**

**Bridge Projects Update:** Mr. Davey reported that the bridge projects of Salmon and Packer are still in right of way as acquisition is required. Plumbago is very closed to being complete on the historic preservation issues and hopefully will move into the right of way phase soon.

**Speed Feedback Signs Update:** Mr. Davey reports that the signs for Loyalton and Sierra City are in, however there were complications with the encroachment permit for Loyalton due to fiberoptic cables and the encroachment permit for Caltrans had to be completely re-submitted. It is hopeful that all 4 signs will be installed before the next meeting of the SCTC.

**Project Study Reports:** It was reported that progress has stalled on PSRs due to workload issues.

**Update on County Projects:** Mr. Davey reported some progress on storm damage projects. There are a few projects in engineering, and extensions were granted on all time extension requests that were submitted.

The County is working on Salmon Lake Road this week doing pavement patchwork; the County has had inmate crews addressing Parks and Recreation work, and the Landfill Closure, while nearing completion, has caused delays on needed road work in the eastern county.

**Update on City Projects:** Commissioner Markum discussed the speeding issues and concerns of the local community with regard to traffic in the area of the elementary school Mr. Beals has also discussed the issues with residents of that area and has conducted research on school zones. He reported that the CHP is willing to come to meetings and suggests a meeting that involves the CHP, the City, residents in the area, the School and work to coordinate a response to the problem.

## **12. CALTRANS REPORT**

Nima Kabirinassab discussed the Caltrans-Sierra County Coordination meeting, noting that he has sent contacts for surplus equipment, for Complete Streets Plan, and for Zero Emissions information to Bryan Davey. He has also contacted the Maintenance Department and will advise Sierra County when they go to check out the box culverts on Gold Lake Road. He will be speaking with Amorjeet Benipal regarding issues that were raised with regard to grants and the California Transportation Commission. He stated that District 2 enjoyed the meeting with Sierra County.

## **13. SCHEDULE NEXT MEETING**

The meeting is scheduled for Wednesday, November 14, 2018, 10:00 a.m. in Sierraville.

## **14. ADJOURNMENT**

Chairman Roen adjourned the meeting at 11:10 a.m.

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**Paul Roen, Chairman**  
**Sierra County Transportation Commission**

**ATTEST:**

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**Miriam B. Dines, Executive Secretary**

# 2019 Calendar

## January

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

## February

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	1	2

## March

Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

## April

Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

## May

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

## June

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

## July

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

## August

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## September

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

## October

Su	Mo	Tu	We	Th	Fr	Sa
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

## November

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## December

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4