

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
MINUTES
REGULAR MEETING**

Lee Adams, Chair, District 1

P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov

Lila Heuer, Vice-Chair, District 2

P.O. Box 485 - Sierra City, CA 96125 - 916-580-5608 - lheuer@sierracounty.ca.gov

Paul Roen, District 3

P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov

Terry LeBlanc, District 4

P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov

Sharon Dryden, District 5

P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors met in regular session commencing at 9:00 a.m. on December 16, 2025, at 105 Beckwith Street, Social Hall, Loyalton, CA. This meeting was recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

PLEDGE OF ALLEGIANCE: Led by Supervisor Roen

ROLL CALL

Present: Lee Adams, Supervisor, Chair, District #1
Lila Heuer, Supervisor, Vice Chair, District #2
Paul Roen, Supervisor, Chair, District #3
Terry LeBlanc, Supervisor, District #4
Sharon Dryden, Supervisor, District #5

Staff: Heather Foster, County Clerk-Recorder
Andrew Plett, County Counsel
Tony Miller, County Auditor
Sheryll Prinz-McMillan, Behavioral Health Director
Bryan Davey, Transportation and Public Works Director
Mike Fisher, Sheriff/Coroner

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Chuck Henson, Chief Probation Officer
Judi Behlke, Personnel Director

APPROVAL OF THE CONSENT AGENDA

The Board moved to approve the Consent Agenda.

APPROVED. Motion: Roen/LeBlanc/Unanimous Roll Call Vote

11. CONSENT AGENDA

11.A. Acceptance of the California Advanced Services Fund (CASF) Broadband Adoption Account Grant from the California Public Utilities Commission (CPUC) Communications Division (CD); and authorization for the Assessor to execute the grant consent form on behalf of the County. (ASSESSOR)

APPROVED, Agreement 2025-177

11.B. Treasurer's Investment Report and Statement of Liquidity for 1st Quarter of Fiscal Year 2025-2026. (TREASURER)

11.C. Agreement for Indemnification and Reimbursement for Extraordinary Costs for Interactive Resources, Inc., applicant and landowner, Wharfinger, LLC, applications for Zone Amendment and General Plan Amendment, for a property located at 226 Main Street, Sierra City, CA (APN 009-190-009). (PLANNING)

APPROVED, Agreement 2025-178

11.D. Agreement for Indemnification and Reimbursement for Extraordinary Costs for Nathan Rosenbloom, applicant and ATB Business Group LLC, landowner, application for Zone Amendment for a property located at 1350 Long Valley Road, Loyalton, CA (APN 021-100-015-0). (PLANNING)

APPROVED, Agreement 2025-179

11.E. Agreement for Indemnification and Reimbursement for Extraordinary Costs for Quartzview, applicant, and Sixteen to One Mine, landowner, application for Conditional Use Permit and Reclamation Plan Update for a property located at 506 Miners St, Alleghany, CA 95910 (APN 004-100-055). (PLANNING)

APPROVED, Agreement 2025-180

11.F. Approval of purchase order in the amount of \$14,910.00 payable to JM Tree Service for tree and vegetation removal for the Brandy City Road 2023 Emergency Storm Damage Repair project. (PUBLIC WORKS)

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- 11.G. Approval of Change Order No. 4 (CCO) to Sierra County Public Works Contract 2025-121 with Belz Construction, Inc. for the Public Health and Social Services Remodeling Project located at 704 Mill Street, Loyalton and authorization for the Director of Public Works to execute said CCO on behalf of the County. (4/5th vote required per Public Contract Code §20137). (PUBLIC WORKS)
- 11.H. Certified Statement of results of the canvass for the November 4, 2025, Special Statewide Election. (ELECTIONS)
- 11.I. List of appointive terms expiring during the 2026 Calendar Year. (CLERK OF THE BOARD)
- 11.J. Minutes from the regular meeting held on November 18, 2025. (CLERK OF THE BOARD)
- 11.K. Minutes from the regular meeting held on December 2, 2025. (CLERK OF THE BOARD)

APPROVAL OF THE REGULAR AGENDA

The Board moved to approve the Regular Agenda.

APPROVED. Motion: Roen/LeBlanc/Unanimous Roll Call Vote: 5/0

2. PUBLIC COMMENT OPPORTUNITY

At 9:02 a.m. the public comment opportunity was opened and closed.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

Supervisor Roen reported that discussions regarding the ongoing wolf issue continue, with a meeting scheduled this Friday with the California Department of Fish and Wildlife (CDFW).

Supervisor Dryden reported that the Sierra Brooks Water Ad Hoc Committee met with the Director of Public Works to discuss the feasibility and process of forming a water district in Sierra Brooks, including the potential creation of a community-led committee.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

The Sheriff reported on continued engagement regarding wolf-related issues, including recent presentations with Supervisor Roen and the El Dorado County Sheriff at the Farm Bureau convention and participation in the State Sheriffs' Conference, where statewide predator concerns were discussed. The Sheriff also announced the graduation

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of a deputy from the College of the Siskiyou Police Academy, who has begun field training and will be assigned to the west side of the County, improving patrol coverage.

The Director of Transportation reported that a planned burn at the Sierra City Transfer Site was postponed following consultation with the U.S. Forest Service due to forecast uncertainty and public concern. The Director noted increasing challenges operating the Sierra City and Sattley sites and indicated that a future discussion may be warranted regarding potential long-term closure options.

The Director also reported on the Santa Clara property sale, recommending exploration of acquiring additional buffer land around the former landfill to limit future development and protect the County. Progress updates were provided on the Plumbago Bridge project, which is nearing completion and expected to eliminate the long detour. Updates were also given on facility remodel projects approaching completion, and the Downieville Underground Project with PG&E.

Supervisor Dryden and Chair Adams expressed appreciation to the Director for his years of service to the County in advance of his retirement.

The Sheriff echoed the Board members' statements.

Chair Adams requested a future agenda item to allow Board discussion regarding solid waste site alternatives, and to hold further discussions regarding the Santa Clara property matter.

The Chief Probation Officer reported on staffing updates, including the planned onboarding of a new deputy probation officer in January and a potential vacancy later in the fiscal year, noting that the position is funded through SB 678 grant funds. The Chief also reported resolution of prior CDCR contracting issues, allowing for inmate transfers and resulting in estimated cost savings to the County. Additionally, the Chief discussed potential future use of Office of Youth and Community Restoration (OYCR) reserve funds for preventative and treatment services, subject to approval and inclusion in the County's local plan.

5. FOREST SERVICE UPDATE

Sierraville District Ranger Rachel Hutchinson reported that the Forest Service office remains open daily from 8:30 a.m. to 12:30 p.m. and continues to sell Christmas tree permits as part of seasonal fuel-reduction efforts. Timber sales in the Carmen Valley area are temporarily paused due to weather conditions but are expected to resume when feasible. She also reported receipt of approximately \$2 million in December for fuels-reduction work, as previously discussed with the Board.

Yuba District Ranger Thomas Parrack, joined by Deputy District Ranger Amber Nelson, reported that vegetation-management operations, including helicopter and ground work, continue as conditions allow, with pile-burning planned when weather

permits. Staffing has transitioned to seasonal off boarding, with limited personnel retained for recreation support. Planning continues on the district's third Record of Decision, with completion anticipated in early 2028.

In response to Supervisor Heuer's question, Ranger Parrack reported that debris removal for the Sardine Lake Nature Trail project is largely complete, with trail reconstruction anticipated next year pending completion of a required regional engineering review for a bridge component.

In response to Chair Adams' questions, Ranger Parrack reported that the Indian Valley Outpost remains closed, with the Forest Service assisting the current operators in cleaning up the site for potential sale. Regarding the Camptonville Forest Service office, the future use of the facility remains undetermined and there are no immediate plans to vacate the building. He acknowledged the presence of a historical mining display at the site, noting uncertainty as to formal ownership of the artifacts, and stated that, should the facility be vacated in the future, the Forest Service would coordinate to ensure the historical items are not abandoned and that appropriate options, such as return to the County or placement in a suitable public setting, are explored.

6. AUDITOR - TONY MILLER

- 6.A. Discussion/action regarding establishing a satellite office for the County Auditor's Office at the Sierraville School, and authorization to advertise vacant positions with the assigned duty station to be either the Downieville office or the Sierraville School.

The Auditor reported that, after approximately three and a half months in the role, staffing remains one of the most significant challenges facing the Auditor's Office. The Auditor identified four primary factors contributing to recruitment and retention difficulties: (1) office location, (2) housing availability, (3) compensation competitiveness, and (4) work environment, including whether staff have adequate tools and support. The Auditor explained that the County's wide geographic span presents location challenges and that establishing a satellite office in Sierraville could help address staffing bottlenecks by expanding access to a larger east-side population base. The Auditor emphasized that this proposal represents one part of a broader, long-term strategy to stabilize the office.

Supervisor Dryden expressed appreciation for the overview and noted that similar staffing challenges affect multiple County departments, including the Sheriff's Office and school districts. She stated that using County-owned space at the Sierraville School appears to be a practical approach to addressing core staffing issues and supported moving forward with further exploration of the concept.

Supervisor Roen stated that he had discussions with the Sierraville Recreation Committee regarding potential use of space at the Sierraville School and noted that the only concern raised was related to parking and access near the facility.

Chair Adams commented that, from a practical standpoint, providing services on the east side of the County makes sense given population distribution and the County's ability to operate electronically. He emphasized the need to evaluate costs associated with establishing a satellite office, including technology and workspace needs, as well as confirming space availability within the Sierraville School complex. Chair Adams suggested forming an ad hoc committee to further evaluate these considerations and report back to the Board.

Chair Adams appointed Supervisor Roen and himself to an ad hoc committee to evaluate a satellite office for the County Auditor's Office at the Sierraville School.

7. BEHAVIORAL HEALTH - SHERYLL PRINZ-MCMILLAN

7.A. Authorization to advertise and fill the vacant Behavioral Health Coordinator position.

The Director of Behavioral Health reported that the Behavioral Health Coordinator position is vacant due to an upcoming resignation, with the incumbent's final day scheduled for Friday. The Director explained that the position oversees the Department's MHSA program, manages the Wellness Center and peer staff, supervises approximately three employees, and administers the Department's largest funding stream. The Director emphasized that the position plays a critical role in stabilizing vulnerable clients and preventing hospitalizations through supportive services. Given the current hiring freeze, the Director requested Board direction on whether to proceed with filling the position, noting that it is an important, non-General Fund role.

Supervisor Dryden asked whether the matter had been reviewed by the Behavioral Health Advisory Committee and suggested that the committee might provide input, particularly if restructuring were being considered.

The Director of Behavioral Health responded that vacancies are not typically brought before the advisory committee and that the position was expected to be refilled; however, the Director indicated willingness to return to the committee if directed, while noting that doing so could delay recruitment until February.

Chair Adams stated support for proceeding, noting that the position is revenue-neutral to the General Fund. He requested that future staff reports consistently include estimated dollar amounts for revenue and expenses to provide transparency to the Board and the public, even when General Fund impacts are neutral.

The Director of Personnel reported that a member of the Behavioral Health Advisory Committee had expressed awareness of the vacancy and support for filling the position and requested participation in the interview process. The Director of Personnel stated that this participation could be accommodated following Board authorization.

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The Director of Behavioral Health confirmed agreement with including advisory committee participation in the interview process, noting that a similar approach had been used previously.

The Board moved to authorize advertising and to fill the vacant Behavioral Health Coordinator position.

APPROVED. Motion: Dryden/Roen/Unanimous Roll Call Vote: 5/0

8. CLERK-RECORDER/ELECTIONS - HEATHER FOSTER

- 8.A. Resolution authorizing the County Clerk-Recorder to participate in the Electronic Recording Delivery System (ERDS) with the State of California Department of Justice and the California Electronic Recording Network Authority (CERTNA); approving the Memorandum of Understanding between Sierra County and CERTNA for ERDS participation; and authorizing collection of a \$1.00 fee for each recorded real property instrument pursuant to Government Code section 27397.

The Clerk-Recorder explained that participation in the Electronic Recording Delivery System (ERDS) has been voluntary for counties since 2006, and while many counties already participate, Sierra County has not previously implemented the system due to associated costs. The Clerk-Recorder reported that the proposed \$1.00 per-document fee would not fully cover implementation and ongoing system costs, which are anticipated to be several thousand dollars annually; however, those costs would be offset through existing recording revenues so that participation would not result in a General Fund impact. The Clerk-Recorder further noted receipt of a legislative inquiry regarding non-participating counties and indicated that ERDS participation may become mandatory in the future, making this an appropriate time to proceed. Benefits to the public were also noted, including faster processing of real property transactions and elimination of mailing delays.

Chair Adams asked if the related grant application was unsuccessful, whether the County would still have a funding source for implementation.

Clerk-Recorder responded that initial implementation costs would be funded in part through the Clerk-Recorder's Modernization Trust Fund, noting that the referenced grant would only cover a portion of the total cost. The Clerk-Recorder confirmed that both implementation and ongoing costs are not expected to impact the County General Fund.

The Board moved to adopt the resolution authorizing the County Clerk-Recorder to participate in the Electronic Recording Delivery System (ERDS) with the State of California Department of Justice and the California Electronic Recording Network Authority (CERTNA); approving the Memorandum of Understanding between Sierra

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County and CERTNA for ERDS participation; and authorizing collection of a \$1.00 fee for each recorded real property instrument pursuant to Government Code section 27397.

ADOPTED, Resolution 2025-125 and **APPROVED**, Agreement 2025-181. Motion: Roen/Dryden/Unanimous Roll Call Vote: 5/0

- 8.B. Authorization for the County Clerk-Recorder to apply for a California Electronic Recording Transaction Network Authority (CERTNA) grant, in an amount not to exceed \$10,000, to support the direct costs of implementing and operating a CERTNA-hosted Electronic Recording Delivery System (ERDS).

The Board moved to authorize the County Clerk-Recorder to apply for a California Electronic Recording Transaction Network Authority (CERTNA) grant, in an amount not to exceed \$10,000, to support the direct costs of implementing and operating a CERTNA-hosted Electronic Recording Delivery System (ERDS).

APPROVED. Motion: Roen/LeBlanc/Unanimous Roll Call Vote: 5/0

9. BOARD OF SUPERVISORS

- 9.A. Discussion/action authorizing the Chair of the Board of Supervisors, the Director of Personnel, and the County Auditor to execute necessary departmental documents on behalf of the Transportation Department during the vacancy of the Director of Transportation. (CLERK OF THE BOARD)

Chair Adams explained that the item was brought forward in anticipation that a permanent Director of Transportation will not be in place prior to the current Director's retirement. The purpose of the authorization is to ensure continuity of operations and allow required approvals to be executed during the interim period.

Supervisor Dryden stated that the proposed authorization addresses immediate operational needs, particularly as the County enters the winter season. She emphasized the importance of filling the Director of Transportation position as soon as possible and asked for clarification on the status of recruitment efforts, noting that the authorization is intended as a temporary stopgap measure rather than a long-term solution.

Chair Adams agreed and noted that the Board would need to further discuss how aggressively to pursue recruitment for the position. He stated that the authorization would allow the Transportation Department to continue operating without interruption while those discussions proceed.

Director of Transportation recommended additional authority be considered for the Director of Planning for day-to-day operational signatures, noting that many routine documents require timely execution to maintain operations.

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Clerk of the Board clarified that the proposed resolution was intentionally drafted broadly to allow the Chair, Director of Personnel, and County Auditor to execute necessary documents, including personnel actions and accounts payable, in order to ensure bills are paid and essential functions continue during the vacancy.

The Board moved to authorize the Chair of the Board of Supervisors, the Director of Personnel, and the County Auditor to execute necessary departmental documents on behalf of the Transportation Department during the vacancy of the Director of Transportation.

APPROVED. Motion: Roen/Dryden/Unanimous Roll Call Vote: 5/0

- 9.B. Appointment of Board of Supervisors Representative and Alternate to the Sierra Nevada Conservancy. (CLERK OF THE BOARD)

The Board moved to appoint Supervisor Roen as the Board Representative and Supervisor Adams as the Board Alternate to the Sierra Nevada Conservancy.

APPROVED. Motion: Dryden/LeBlanc/Unanimous Roll Call Vote: 5/0

- 9.C. Appointment to the Sierra County Fire Protection District #1. (CLERK OF THE BOARD)

The Board moved to appoint Tom McElroy to the Sierra County Fire Protection District #1.

APPROVED. Motion: Roen/LeBlanc/Unanimous Roll Call Vote: 5/0

10. CLOSED SESSION

- 10.A. Closed Session pursuant to Government Code Section 54956.9 (d)(1) - conference with legal counsel - existing litigation, Wayne v. County of Sierra, et. al, Case No. 2:25-cv-01113-DAD-CKD.
- 10.B. Closed Session pursuant to Government Code section 54957 - performance evaluation pertaining to County Counsel.
- 10.C. Closed Session pursuant to Government Code section 54957 – Public Appointment or Employment – Director of Transportation.
- 10.D. Closed Session pursuant to Government Code section 54957 - Public Employee Discipline/Dismissal/Release.

CLOSED SESSION STATEMENT

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The Board met in closed session from 9:57 a.m. to 12:22 p.m. County Counsel reported that on Item 10.A., direction was given to staff; on Item 10.B., no reportable action was taken; and on Item 10.C., direction was given to staff.

Chair Adams reported that on Item 10.D., no reportable action was taken.

12. CORRESPONDENCE LOG

12.A. Comprehensive 2025–2026 Inspection of the Sierra County Sheriff’s Office Jail Facility by the California Board of State and Community Corrections (BSCC).

No action taken.

ADJOURN

At 12:24 p.m., with no further business, Chair Adams adjourned the meeting.

LEE ADAMS, CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD