



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

Lee Adams, Chair, District 1

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Peter W. Huebner, Vice-Chair, District 2

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Sharon Dryden, District 5

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The Sierra County Board of Supervisors met in regular session commencing at 9:00 a.m. on April 6, 2021. 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
Peter W. Huebner, Supervisor, Vice Chair, District #2
Paul Roen, Supervisor, District #3
Terry LeBlanc, Supervisor, District #4
Sharon Dryden, Supervisor, District #5

Staff: Heather Foster, County Clerk-Recorder
David Prentice, County Counsel
Van Maddox, Auditor/Treasurer Tax Collector
Tim Beals, Director of Planning/Public Works/Transportation/OES
Lea Salas, Director of Behavioral Health
Vickie Clark, Director of Health and Social Services
Celia Sutton-Pado, County Health Officer
Chief Probation Officer Chuck Henson

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APPROVAL OF CONSENT AGENDA

At the request of Supervisor Dryden, Consent Item 11.C. was moved to the Regular Agenda as Item 7.B.

- 11.C. Amendment to Employment Contract No. 2019-135, and Amendment 2020-094, with an effective date of March 20, 2021 through September 30, 2021, by and between the County of Sierra, a political subdivision of the State of California and Celia Sutton-Pado, MD. (PUBLIC HEALTH)

The Board moved to approve the Consent Agenda as amended.

APPROVED as amended. Motion: Dryden/Huebner/Unanimous Roll Call Vote: 5/0

11. CONSENT AGENDA

- 11.A. Resolution adopting the Sierra County 2021 Supplemental Sick Leave Policy. (PERSONNEL)

ADOPTED, Resolution 2021-039

- 11.B. Resolution authorizing the Auditor to make a line-item change to the 2020/2021 final budget-Community Corrections Partnership account for purchase of vehicles. (PROBATION)

ADOPTED, Resolution 2021-040

- 11.D. Resolution approving Plumas County Agreement No. PARTB2122SCPH, Ryan White Part B, and authorizing the Public Health Director to sign the Agreement and all invoices to secure funds. (PUBLIC HEALTH)

ADOPTED, Resolution 2021-041 and **APPROVED,** Agreement 2021-027

- 11.E. Resolution approving and authorizing applications under the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 Per Capita Program (Proposition 68). (PUBLIC WORKS)

ADOPTED, Resolution 2021-042

- 11.F. Resolution certifying County roads contained in maintained mileage system for submittal to the State of California. (PUBLIC WORKS)

ADOPTED, Resolution 2021-043

- 11.G. Funding resolution authorizing application to State Parks for the Sierraville Community Recreation Center and direction to staff to proceed with preparation and filing of the application. (PUBLIC WORKS)

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ADOPTED, Resolution 2021-044

- 11.H. Funding resolution authorizing application to State Parks for the Downieville Community Hall renovation project and direction to staff to proceed with preparation and filing of the application. (PUBLIC WORKS)

ADOPTED, Resolution 2021-045

- 11.I. Resolution approving Agreement for Federal Apportionment Exchange Program and State Match Program California Department of Transportation-NonMPO County (X21-5913(077)). (PUBLIC WORKS)

ADOPTED, Resolution 2021-046 and **APPROVED**, Agreement 2021-028

- 11.J. Resolution approving Boating Safety and Waterways Financial Aid Program Agreement for Fiscal Year 2021-2022 between Sierra County and California State Parks Boating and Waterways. (SHERIFF)

ADOPTED, Resolution 2021-047

- 11.K. Resolution adopting Deputy Sheriff Canine Handler Compensation Policy. (SHERIFF)

ADOPTED, Resolution 2021-048

- 11.L. Agreement with the Town of Truckee for kenneling services pertaining to animal control services for the County. (SHERIFF)

APPROVED, Agreement 2021-029

- 11.M. Resolution declaring April 2021 as "Child Abuse Prevention Awareness Month" in Sierra County. (CLERK)

ADOPTED, Resolution 2021-049

- 11.N. Minutes from the regular meeting held on March 16, 2021. (CLERK)

- 11.O. Minutes from the regular meeting held on March 2, 2021. (CLERK)

APPROVAL OF THE REGULAR AGENDA

The Board moved to approve the Regular Agenda as amended.

APPROVED as amended. Motion: Huebner/Roen/Unanimous Roll Call Vote: 5/0

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REGULAR AGENDA

2. PUBLIC COMMENT OPPORTUNITY

At 9:03 a.m. Chair Adams opened and closed the public comment opportunity with no persons addressing the Board.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

No reports were given.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

The Chief Probation Officer provided an update on the recruitment efforts for the senior and entry level probation officer positions.

The Director of Planning reported on the west side Road Superintendent recruitment efforts, and the battery backup Tesla project for courthouse operations and requesting a meeting to discuss the use of PSPS funding towards this project.

By consensus, the Board directed the PSPS Committee to meet to discuss the use of this funding for the Tesla batter backup project.

The Director continued to report on the receipt of a \$600,000 highway grant for high priority sites for guardrail replacement; issuing four bid packages for the 2017 flood projects for Old Toll Bridge Road, Jim Crow Road, Long Valley Road, and Brandy City Road; the inspection of the Wellness Center by a qualified inspector scheduled for today; water issues in Sierra Brooks; the Sierraville Division Dam project; three bridge projects waiting for approval by the Highway Bridge Program; and the status of snow removal at Greene Acres, Gold Lake Road, and Packer Lake.

5. FOREST SERVICE UPDATE

Sierraville District Ranger Quentin Youngblood provided an update on campgrounds opening, and unfavorable snowpack results this year resulting in a 25% reduction in range allotments.

6. BOARD OF SUPERVISORS

- 6.A. CONTINUED COVID-19 PUBLIC HEALTH EMERGENCY UPDATE: Report from Sierra County Public Health, County Office of Emergency Services, County Department Managers, Forest Service Representatives, and other local agencies on recent developments relating developments to the COVID-19 Public Health Emergency and possible action/direction to staff. (CLERK OF THE BOARD)

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The Director of Health reported on the California Department of Public Health's (CDPH) new guidance and vaccinations opening to the entire eligible population by April 15th.

Supervisor Roen questioned the status of opening County operations.

The Director of Health indicated she believes it is time to start thinking about opening and mentioned the discussion with the Department Managers regarding the conflicting guidance between CDC, CDPH and CalOSHA.

The County Health Officer indicated that CDPH does not have guidance on public meetings, so it is up to Public Health to determine. With respect to CalOSHA, they want to maintain a certain level of worker protections.

At the request of Supervisor Roen and by consensus, the Board authorized Supervisor Roen to be the liaison for graduation.

Chair Adams suggested the Department Managers begin having discussions over the next few weeks regarding the reopening of the courthouse.

Brief discussion ensued with staff and the Board regarding the new guidance for public events.

The Director of OES reported on continuing to stock up on PPE supplies for businesses.

Sierraville District Ranger Quentin Youngblood questioned if the Forest Service adheres to the California Blueprint, can they open group sites within the campgrounds?

The Director of Health commented she believes this was left out of the guidelines as they are still discouraging these gatherings.

The County Health Officer indicated that they are opening outdoor gatherings to 200 so they would be authorized to open the group sites.

In response to Supervisor Dryden's inquiry, Ranger Youngblood indicated they are anticipating having the restrooms opened.

10. TIMED ITEMS

10.A. 10:00 A.M. PUBLIC HEARING - DILTZ NUISANCE PROCEEDING

Conduct public hearing to determine existence of a nuisance as contained in a formal complaint filed with the Sierra County Planning Department in compliance with Chapter 8.20 of the Sierra County Code against Timothy A. Diltz as the property owner for property located at 523 South Lincoln Street, Sierraville, CA, Assessor Parcel No. 015-110-007-000 and order of abatement should the Board determine a nuisance exists.

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County Counsel explained that the Planning Department has the burden of proof and should go first and present the case.

The Director of Planning presented the case wherein a formal complaint was filed by adjoining property owners alleging the condition of the subject property creating a public nuisance and as a result of the formal complaint the process requires investigation by the Planning Department, followed by a public hearing. The Director further recommended following the close of the public hearing, the Board declare a public nuisance, make a motion of intent declaring a public nuisance and direct staff to return to the May 4, 2021 Board meeting with the proposed resolution containing the findings in support of a public nuisance and order of abatement.

The Director continued to review in detail the findings of the investigation by the Planning Department.

At 10:15 a.m. Chair Adams opened the public hearing.

The Clerk entered the following documents into the record:

Staff Exhibit 1 – April 6, 2021 Board of Supervisors Agenda Transmittal and Record of Proceedings with attached background documents – 29 pages

Public Exhibit A – Email from Cal and Karen Linde – 1 page

Public Exhibit B - Email from James Porter – 2 pages

Public Exhibit C - Letter from the Sierra County Fire Protection District No. 1 – 1 page

Public Exhibit D - Email from James Porter – 1 page

Public Exhibit E - Letter from Milton and Shirley Holstrom with attachments – 4 pages

Public Exhibit F - Email from Debbie Hogan – 1 page

The Clerk administered the oath to all parties seeking to testify during the hearing.

The Chair called on the complaining party.

No testimony given by the complaining party Milton and Shirley Holstrom.

The Director referred to the filed complaint which is part of the record.

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The Chair called on the property owner Mr. Tim Diltz.

No testimony given by the property owner Mr. Tim Diltz.

In response to County Counsel's question pertaining to the record, the Director affirmed that the pictures included in the record are an accurate reflection of the subject property at the time they were taken, and the complaints received by the County under the Sierra County Code were in his possession prior to the hearing today.

In response to Chair Adams' inquiry, the Director clarified that if the Board declares the existence of a public nuisance, the Board can move forward with imposing the abatement and the filing of a lien upon the property.

At 10:29 a.m. Chair Adams closed the public hearing with no persons addressing the Board.

Following considerable discussion, the Board moved to declare the existence of a public nuisance at 523 South Lincoln Street, Sierraville, CA, Assessor Parcel No. 015-110-007-000, property owner Timothy A. Diltz.

The maker amended the motion to be a motion of intent to declare the existence of a public nuisance at 523 South Lincoln Street, Sierraville, CA, Assessor Parcel No. 015-110-007-000, property owner Timothy A. Diltz; direct staff to bring back a draft the resolution containing findings and a summary of potential actions of abatement on May 4, 2021; and to coordinate with the District Attorney.

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

6.B. Discussion/action to consider the renaming of Sierra County Road S-520, Jim Crow Road. (CHAIR ADAMS)

Supervisor Adams provided background on the four property owners who live on the road and would like the name changed, the required process under the California Streets and Highway Code to change the name of a county road, and the consensus building not to change the name of the road.

Public comment was received by Cherry Simi of Downieville in opposition to changing the name of the road. Ms. Simi also commented that if the name is changed, "Crow Canyon Road" would be a good compromise.

Chair Adams explained that if the Board decides to hold a public hearing, the public will have another opportunity to address this matter. Chair Adams added that the property owners on Jim Crow Road agree with changing the name to "Crow Canyon Road".

Supervisor Huebner expressed his opposition to changing the name and recommended referring this issue to a committee consisting of two members of the Board and the Sierra County Historical Society.

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Supervisors LeBlanc and Dryden expressed their opposition to changing the name of the road.

Chair Adams suggested gathering more information from staff, the four residents who have property on the road and the Sierra County Historical Society and bring this back to the Board for further discussion. Chair Adams also clarified that this matter is before the Board today not because of a national debate, rather it is four residents who want to avoid the name of the road.

Additional public comments were received by Grace Lundeen and Cherry Simi in opposition to changing the name of the road.

By consensus, the Board directed Chair Adams to continue to discuss this issue further with the staff, the Sierra County Historical Society, and the four residents who live on the road.

- 6.C. Agreement between prentice/LONG, PC and the County of Sierra for County Counsel services. (CHAIR ADAMS)

Chair Adams provided background on the changes made to the agreement for County Counsel services.

The Board moved to approve the agreement between prentice/LONG, PC and the County of Sierra for County Counsel services.

APPROVED, Agreement 2021-031. Motion Roen/LeBlanc/Unanimous Roll Call Vote: 5/0

7. HEALTH & SOCIAL SERVICES - VICKIE CLARK

- 7.A. Resolution approving the Memorandum of Understanding (MOU) between the California Government Operations Agency and the County of Sierra and authorizing the Public Health Director, or designee, to sign the Memorandum of Understanding.

The Director of Health reviewed the vaccination sheet previously transmitted to the Board.

Discussion ensued regarding vaccination numbers in the County.

The Director continued to review in detail the status of the County's requests for the TPA (third-party administrator) to accommodate.

Supervisor Dryden commented that there is no benefit to signing the TPA and believes they know what is best for Sierra County as the County's Public Health Department has done an excellent job.

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The Director indicated she believes the County is fine without the TPA for the moment, however things may change later in the summer when they start administering vaccines to 12 years and above and want to be able to obtain vaccines for this.

County Counsel clarified that he is comfortable with the Board executing the agreement as it has everything needed.

Discussion ensued.

The County Health Officer commented on the lack of options and the Board needing to take this into consideration.

Supervisor Roen moved to adopt the resolution approving the Memorandum of Understanding (MOU) between the California Government Operations Agency and the County of Sierra and authorizing the Public Health Director, or designee, to sign the Memorandum of Understanding.

Motion failed due to lack of a second.

At the request of Supervisor Roen and by consensus, the Board directed the Director to continue to monitor the situation and to bring this matter back at the next meeting if appropriate.

- 7.B. Amendment to Employment Contract No. 2019-135, and Amendment 2020-094, with an effective date of March 20, 2021 through September 30, 2021, by and between the County of Sierra, a political subdivision of the State of California and Celia Sutton-Pado, MD. (PUBLIC HEALTH) (**Consent Item 11.C.**)

The Director of Health provided background on the justification to continue the increase in the County Health Officer's contract up to 40 hours per week and the available COVID funding to cover the increase in compensation.

The Board moved to approve the amendment to Employment Contract No. 2019-135, and Amendment 2020-094, with an effective date of March 20, 2021 through September 30, 2021, by and between the County of Sierra, a political subdivision of the State of California and Celia Sutton-Pado, MD.

APPROVED, Agreement 2021-032. Motion: Dryden/Roen/Unanimous Roll Call Vote: 5/0

8. PUBLIC WORKS/TRANSPORTATION - TIM BEALS

- 8.A. Discussion and direction on Department of Conservation Guidelines on the California Sustainable Agricultural Lands Program (SALC).

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Supervisor Roen and the Director of Public Works provided background on the Department of Conservation's response to the County's comments on the proposed guidelines.

The Director continued to refer to an issue the County brought up regarding the grants falling under CEQA guidelines and who the lead agency is for the projects. The Director further indicated that if they are defined as a project under CEQA the question is whether the County can amend the zoning code to identify publicly funded grant projects that acquire property in the County as subject to discretionary approval by the Board.

Considerable discussion ensued with the Board.

Following discussion and by consensus, the Board directed the Director and County Counsel to continue to review this issue and bring back a recommendation to the full Board.

8.B. Resolution establishing certain use fee waivers for the Downieville Community Hall.

The Director of Public Works provided brief background on the resolution establishing certain use fee waivers for the Downieville Community Hall.

The Board moved to adopt the resolution establishing certain use fee waivers for the Downieville Community Hall.

ADOPTED, Resolution 2021-050. Motion: Huebner/Roen/Unanimous Roll Call Vote: 5/0

NOON RECESS

The Board took the noon recess from 11:59 a.m. to 1:02 p.m. and reconvened with all members of the Board present.

9. PERSONNEL DIRECTOR - MARGARET LONG

9.A. Approval to adjust the salary of the Assistant Treasurer/Tax Collector from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

The Personnel Director provided background on items 9.A. through 9.F. wherein the Board enacted the policy for the Reclassification Review and Salary Adjustment Committee (RRSAC) which requires departments to provide a detailed justification to the Committee for their requested reclassifications. The Personnel Director added that the Committee met twice this year and the Committee consisted of the Behavioral Health Director Lea Salas, Chief Probation Officer Chuck Henson, and Supervisors Adams and Roen.

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The Director continued to review the request to adjust the salary of the Assistant Treasurer/Tax Collector from Class 35 to Class 39.

In response to Supervisor Dryden's inquiry, Supervisor Roen explained the determination by the Board a few years ago to set aside \$30,000 to conduct a full parity, however it became apparent that it was going to be much more expensive, so the Board developed the RRSA policy. Departments have brought forward their requests with findings to the Committee and what is presented today are the recommendations from the RRSA Committee.

Supervisor Huebner expressed concerns with giving raises in the middle of the year.

Discussion ensued with the Board and staff.

Supervisor Huebner clarified that he is not in opposition to the requests, just the timing.

In response to the Board's inquiry, County Counsel clarified that if the vote on this item fails, the Board would have to wait one year to review it again or have a 4/5th vote to bring this back at a future meeting.

Following discussion, the Board moved to approve the adjustment to the salary of the Assistant Treasurer/Tax Collector from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

Chair Adams commented on the Director of Public Work's requests and clarified that the Director will not have to wait six months for those reclassification requests that were previously brought forward to the Committee.

APPROVED. Motion: Roen/Dryden/Majority Roll Call Vote: 3/1/1 (Supervisor Huebner No, Supervisor LeBlanc ABSTAINED)

9.B. Approval to adjust the salary of the Assistant Clerk-Recorder from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

The Board moved to approve the adjustment to the salary of the Assistant Clerk-Recorder from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

APPROVED. Motion: Roen/Dryden/Majority Roll Call Vote: 3/1/1 (Supervisor Huebner No, Supervisor LeBlanc ABSTAINED)

9.C. Approval to adjust the salary of the Assistant Assessor from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

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Chair Adams clarified that there is currently no one filling the Assistant Assessor position.

The Board moved to approve the adjustment of the Assistant Assessor from Class 35 to Class 39 as recommended by the Reclassification Review and Salary Adjustment Committee.

APPROVED. Motion: Roen/Dryden/Majority Roll Call Vote: 3/1/1 (Supervisor Huebner No, Supervisor LeBlanc ABSTAINED)

9.D. Approval to adjust the salary of the Assessment Tech, Accountant Tech and Deputy Clerk Recorder from Class 8-19 to Class 12-22 series as recommended by the Reclassification Review and Salary Adjustment Committee.

The Personnel Director provided background on the request to adjust the Tech series positions as they are not in line with the job duties. This includes both general fund and non-general fund departments.

Chair Adams clarified that the Committee voted unanimously to recommend the Tech Series salary adjustments.

The Board moved to approve the salary adjustment of the Assessment Tech, Accountant Tech and Deputy Clerk Recorder from Class 8-19 to Class 12-22 series as recommended by the Reclassification Review and Salary Adjustment Committee.

APPROVED. Motion: Roen/Dryden/Majority Roll Call Vote: 3/1/1 (Supervisor Huebner No, Supervisor LeBlanc ABSTAINED)

9.E. Approval to create new position of Public Health Nurse III, at the salary range of Class 41.

The Director of Personnel reviewed the recommendation by the Committee to expand and allow for a third level to give the Public Health Department more flexibility to recruit for the position.

The Board moved to approve the creation of the new position of Public Health Nurse III, at the salary range of Class 41.

APPROVED. Motion: Dryden/Huebner/ Unanimous

9.F. Approval to adjust the salary of the Public Health Nurse Series from Class 32-41 to Class 35-46 series as recommended by the Reclassification Review and Salary Adjustment Committee.

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The Board moved to approve the salary adjustment of the Public Health Nurse Series from Class 32-41 to Class 35-46 as recommended by the Reclassification Review and Salary Adjustment Committee.

APPROVED. Motion Dryden/Huebner/Majority Roll Call Vote: 4/1 (Supervisor LeBlanc ABSTAINED)

10.B. 1:30 P.M. VICIOUS/DANGEROUS ANIMAL HEARING - MONIQUE COOK

Conduct hearing pursuant to City of Loyaltan Municipal Code Section 13.04.00 - Vicious or Dangerous Animals, and determination of disposition of dogs owned by Monique Cook.

The Clerk administered the oath to all parties seeking to testify during the hearing.

At 1:39 p.m. Chair Adams opened the hearing.

The Sheriff acting as the City of Loyaltan's Chief Animal Control Officer made his opening statement with respect to the two dogs that were involved in attacking and killing livestock.

The Sheriff questioned witness Kayden Buell, Student, who affirmed to the oath.

The Sheriff requested entering photographs 1 and 2 into evidence.

Ms. Monique Cook cross-examined Ms. Buell.

The Sheriff questioned witness Deputy Holly Bayly, Investigating Officer, who affirmed to the oath.

The Sheriff entered photographs 3 through 12, video surveillance and photograph 13 - screenshot of video surveillance, into evidence.

Ms. Cook cross-examined Deputy Bayly.

The Sheriff questioned witness Richard McCollum, School Employee, who affirmed to the oath.

Ms. Cook cross-examined Mr. McCollum.

County Counsel advised Ms. Cook that the testimony given today could subject her to criminal prosecution and she has a right not to testify under the Fifth Amendment. If she chooses to testify, she is waiving her right under the Fifth Amendment and anything she says can be used against her.

The Clerk administered the oath to Dr. Tonia Morgan.

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The Sheriff questioned witness Dr. Tonia Morgan, Licensed Veterinarian in the State of California.

Ms. Cook cross-examined Dr. Morgan.

Ms. Cook presented her evidence consisting of 17 photographs of Ms. Cook's two dogs and read her statement into the record.

Ms. Cook questioned witness Mary Ferraro, who affirmed to the oath.

The Sheriff cross-examined Ms. Ferraro.

Ms. Cook questioned witness Gary Long, who affirmed to the oath.

Ms. Cook questioned witness Gina Lambert, who affirmed to the oath.

The Sheriff objected to Ms. Lambert's statements as they are speculative.

Additional comments were made by Mr. Long.

Ms. Cook questioned witness Susan Heron, who affirmed to the oath.

Ms. Heron read a statement on behalf of Ms. Cook.

The 17 photographs of Ms. Cook's dogs were entered into evidence.

Ms. Cook questioned witness Robbi Roche, who affirmed to the oath.

The Sheriff made his closing statements.

Ms. Cook made her closing statements.

At 3:34 p.m. Chair Adams closed the hearing.

The Board held deliberations based on the testimony and evidence provided during the hearing.

The Board moved to declare both of Monique Cook's dogs as vicious and dangerous animals.

Discussion ensued with the Board.

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

Considerable discussion ensued with the Board, Ms. Cook, the Sheriff and City of Loyalton Mayor Sara Jackson pertaining to the disposition of the dogs owned by Monique Cook.

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Supervisor Dryden moved to euthanize the dogs owned by Monique Cook. The motion was seconded by Supervisor Huebner.

Following brief discussion, Supervisor Dryden withdrew her motion and Supervisor Huebner withdrew his second.

The Board moved to keep the dogs in impound until Ms. Cook moves out of Sierra County.

Following further discussion, the maker amended the motion to allow Ms. Cook to release the dogs to her mother in Southern California once the new jurisdiction has been properly notified and has agreed to relocating the dogs; reasonable impound fees must be paid to the City prior to the dogs being released; and if the dogs return to Sierra County, they will be subject to being impounded and euthanized.

ADOPTED, Resolution 2021-051. Motion: LeBlanc/Dryden/Unanimous Roll Call Vote: 5/0

12. CORRESPONDENCE LOG

12.A. Notice of preparation to harvest timber by Christopher and Allison Beardsley for Cal Fire. Project is located approximately 4 miles north-east of Downieville, California.

No action taken.

ADJOURN

At 4:31 p.m., with no further business, Chair Adams adjourned the meeting.

LEE ADAMS, CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD