BOARD OF SUPERVISORS

ALPINE COUNTY
Board Chambers
County Administration Building
Markleeville, CA 96120
Telephone (530) 694-2281

MINUTES
June 3, 2025

1. CALL TO ORDER REGULAR MEETING

Chair Dobson called the Regular Meeting to order at 9:00 AM with Supervisors Mecak, Griffith, Dobson, and Woodrow present. Supervisor Jim was absent.

2. OPEN SESSION - PLEDGE OF ALLEGIANCE

3. ORAL COMMUNICATION - GENERAL PUBLIC COMMENT

Arts and Culture Executive Director January Riddle gave an update on upcoming art shows and shared additional information about guitar classes.

Executive Director Chamber of Commerce Meghan Wolff reported progress on the Death Ride cycling event; stated that registrations were low, but efforts were made to increase the number of registrations. Wolff announced that the June edition of the Alpine County Compass was published, which featured the latest events and information.

4. DEPARTMENT ANNOUNCEMENTS

Community Development Director Sam Booth gave an update on the biomass site at Turtle Rock Park. Booth also reported that May 31, 2025, was the final day for bear box installations. In response to Supervisor Griffith's question related to staff time reimbursement, Booth confirmed that staff time was reimbursable. In response to Supervisor Mecak's question related to feedback from Douglas Disposal regarding the program, Booth noted that no specific feedback had been received. In response to Supervisor Woodrow's question about the maximum number of bear boxes, Booth stated that there was still enough funding for additional installations, but that installation needed to be completed by May 31, 2025.

Economic Development Director and Public Information Officer JT Chevallier gave a recap on the recent Market at Markleeville event.

Library/Archives Director Rita Lovell gave an update on recent events at the library. Lovell also announced that, due to decreased federal funding, the library would no longer be able to offer free access to the New York Times online.

5. ADMINISTRATIVE ANNOUNCEMENTS

CAO/HHS Director Nichole Williamson announced an open invitation to the Rainbow Awards at Turtle Rock Park. Williamson reported that due to mandatory trainings, Fire Chief Paul Washam would give an update at the July 1, 2025 meeting.

6. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

Supervisor District 1 Charles Dobson gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events.

Supervisor District 2 Evan Mecak gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events.

Supervisor District 3 Irvin Jim was absent.

Supervisor District 4 Terry Woodrow gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events.

Supervisor District 5 David Griffith gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events.

7. CONSENT AGENDA

Supervisor Griffith requested to pull Items 7.4 and 7.10 and stated recusal for Items 7.12 and 7.13.

MOTION David Griffith / SECOND Evan Mecak approving the Consent Agenda as follows:
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

7.1. Special meeting minutes of 05/06/2025. - County Clerk

7.2. Regular meeting minutes of 05/20/2025. - County Clerk

7.3. County Claims. - Director of Finance

7.4. Item was pulled for separate action.

7.5. **Contract No. CC2025-26** with the State of California, Department of Transportation, replacing CC2023-21 (State Agreement No. 10-0559), regarding removal of bridge abutments at Markleeville Bridge (br. No. 31-002) on State Highway 89 in Markleeville. - Community Development Director

7.6. **Contract No. CC2025-27** with the State of California, Department of Transportation, replacing CC2023-20 (State Agreement No. 10-0530), regarding construction of riparian habitat mitigation related to the replacement of the Highway 89 Markleeville Creek Bridge (br. No. 31-002). - Community Development Director

7.7. **Contract No. CC2025-28 Amendment I to Contract No. CC2024-38** for the reconstruction of the Turtle Rock Park Tennis courts to extend the services performance time to June 30th, 2025, retroactive to May 30th, 2025. - Community Development Deputy Director

7.8. **Contract No. CC2025-29 Amendment I to Contract No. CC2023-49** with Suicide Prevention Network (SPN) to increase the number of service hours from twenty (2) hours per week to thirty-two (32) hours per week. This will also increase the total amount of the contract from $66,466 per year to $205,826 per year for a total of $617,478 for the three-year term commencing from July 1, 2025 – June 30, 2028. - Deputy Director Behavioral Health

7.9. **Contract No. CC2025-30 Amendment I to Contract CC2023-37** with Kings View for TelePsychiatry services to reduce number of service hours. – Deputy Director Behavioral Health

7.10. This item was pulled for separate action.

7.11. **Resolution No. R2025-14** identifying the terms and conditions for fire department response away from Eastern Alpine Fire and Bear Valley Fire Department's official duty station and assigned to an emergency incident. - Sheriff

7.12. Item was pulled for separate action.

7.13. Item was pulled for separate action.

ITEMS PULLED FOR SEPARATE ACTION

7.4 Approve a contract with Melissa Coyle Shaw for Assistant County Counsel Services effective June 09, 2025, through December 31, 2027, with a not to exceed amount of $108,000 per fiscal year, pro-rated. – County Counsel

Supervisor Griffith questioned the insurance requirements. County Counsel Charles McKee confirmed the insurance waiver had been approved.

MOTION David Griffith / SECOND Evan Mecak approving Contract No. CC2025-25 with Melissa Coyle Shaw for Assistant County Counsel Services effective June 09, 2025, through December 31, 2027, with a not to exceed amount of $108,000 per fiscal year, pro-rated.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

7.10 REVISED: Approve a Memorandum of Understanding (MOU) between the Alpine County HHS Department and the Alpine County Sheriff's Office for Fraud Investigation Services in the amount of One-Hundred Thousand Dollars ($100,000) increasing 5% annually thereafter, and authorize HHS Director and Sheriff to execute agreement, and increase appropriations in Fraud Investigation 210-186-523330, and Deputy Reimbursement 149-149-331070 accordingly. – CAO/HHS Director

Supervisor Griffith pointed out some duplicated clauses that should be cleaned up. Supervisor Griffith also recommended that the special requirements specified deputies being a minimum of twenty-one years of age rather than twenty-one years of age and over.

CAO Nichole Williamson explained that the contract included language required by the California Department of Social Services (CDSS), and that the age requirement was likely required by the CDSS.

MOTION Evan Mecak / SECOND David Griffith authorizing Contract No. CC2025-31 between the Alpine County HHS Department and the Alpine County Sheriff's Office for Fraud Investigation Services in the amount of One-Hundred Thousand Dollars ($100,000) increasing 5% annually thereafter, and authorizing HHS Director and Sheriff to execute agreement, and increasing appropriations in Fraud Investigation 210-186-523330, and Deputy Reimbursement 149-149-331070 accordingly, as amended.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

7.12 Reappointment of Tom Sweeney to the Markleeville Design Review Committee for the unexpired term ending 12/31/2028. – County Clerk

Supervisor Griffith recused himself from this item due to a personal business interest on the Markleeville Design Review Committee agenda; Supervisor Griffith left the room.

Supervisor Woodrow expressed concerns about Tom Sweeney being reappointed to another committee.

County Counsel Charles McKee highlighted the issue of term limits for committee members. McKee noted that Tom Sweeney was part of litigation against the County.

CAO Nichole Williamson expressed concerns about continuing to do business with people that the County had litigation.

7.13 Appointment of Bruce Sanford to the Markleeville Design Review Committee for the unexpired term ending 12/31/2028. – County Clerk

Supervisor Griffith recused himself from this item, citing a personal business interest on the Markleeville Design Review Committee agenda; Supervisor Griffith left the room.

MOTION Evan Mecak / SECOND Terry Woodrow approving appointment of Bruce Sanford to the Markleeville Design Review Committee for the unexpired term ending 12/31/2028.
AYES: Charles Dobson, Terry Woodrow, Evan Mecak;
RECUSAL: David Griffith;
ABSENT: Irvin Jim;
MOTION PASSED.

8. PUBLIC HEARINGS

8.1 Public Hearing – Request adoption of a Resolution to raise residential and commercial solid waste disposal rates for Douglas Disposal, Inc., ranging from a 2.55% to 2.79% increase. The effective date of the proposed rate increase is July 1, 2025. – Community Development Director

Community Development Director Sam Booth stated that Douglas Disposal was permitted to increase rate based on certain circumstances, such as an increase in landfill costs.

Chair Dobson opened the public hearing at 10:09 AM.

In response to Supervisor Griffith's question about recycling revenue, Douglas Disposal representative John Marchini clarified that Douglas Disposal generated revenue, but the amounts were minimal and funneled into overall cost reduction for the counties serviced.

After hearing no further comments, Chair Dobson closed the public hearing at 10:14 AM.

MOTION David Griffith / SECOND Evan Mecak adopting Resolution No. R2025-15 to raise residential and commercial solid waste disposal rates for Douglas Disposal, Inc.; ranging from a 2.55% to 2.79% increase. The effective date of the proposed rate increase is July 1, 2025.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

9. REGULAR AGENDA – UNFINISHED BUSINESS

None

10. REGULAR AGENDA – NEW BUSINESS

10.1 Presentation by Senior Consultant Mitch Barker from Public Agency Retirement Services (PARS) to provide an overview of the PARS 115 Trust, including the Other Post-Employment Benefits (OPEB) Prefunding Program and the Pension Rate Stabilization Program Plan. Chad Stapleton, Institutional Sales and Relationship Manager at PFM Asset Management, will follow with a PARS OPEB investment performance review, coving the quarter ending March 31, 2025.

Director of Finance Klaus Leitenbauer introduced Senior Consultant Mitch Barker to give a presentation. Barker provided an overview of trust fund accounts, retirement contributions, a summary of total assets, pension rate stabilization, and pension funding status; presented an actuarial report; and explained a safety net to offset rising costs.

Senior Client Portfolio Manager Dennis Mullins presented on asset management, and factors of influence to be aware of. Mullins also reported on the quarterly market summary and instability of the stock market.

10.2 Request approval of a transfer of $89,000 from General Fund Contingency to 100-107 Central Services OMB 87 to fund the audit fees for the recently completed 23-24 County Audited Financial Statements. - Director of Finance

Director of Finance Klaus Leitenbauer reported that the audit fees were budgeted for one year, but that two audits were completed FY 22/23 and FY 23/24. Leitenbauer stated the purpose and reason behind transferring funds between accounts, citing details related to budget, timeline issues with financial statements and cost plan reporting, and increased costs.

Director of Budget and Procurement Matt McSorley confirmed that the appropriation from Contingency to Central Service OMB 87 Budget Unit was to cover the cost of the FY 23/24 audit.

MOTION Terry Woodrow / SECOND Evan Mecak approving a transfer of $89,000 from General Fund Contingency to 100-107 Central Services OMB 87 to fund the audit fees for the recently completed 23-24 County Audited Financial Statements.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;

MOTION PASSED.

10.3 Request approval of Contract No. CC2025-32 with Sierra Business Council "#SBC-2025189" to provide funding for the Tri-County Economic Impact Analysis of Recreation in the amount of $204,050.00, for the purposes of conducting an economic impact analysis of recreation in Inyo, Mono and Alpine Counties. – Economic Development Director

Economic Development Director JT Chevallier introduced the purpose and direction of the item. Chevallier reported on the stakeholders involved with the study and the benefits of the study implementation for Alpine County.

Supervisor Mecak expressed concerns regarding the limited grant funding, the timeline for grant execution, and the absence of a defined scope of work. Chevallier stated that the scope of work was an addendum in the contract in a separate document.

Chevallier reiterated the priorities to study how recreation impacted the economic vitality in Inyo, Mono, and Alpine Counties. Supervisor Mecak suggested that Alpine County collaborate with other vendors and counties to share the workload.

MOTION David Griffith / SECOND Terry Woodrow approving Contract No. CC2025-32 with Sierra Business Council "#SBC-2025189" to provide funding for the Tri-County Economic Impact Analysis of Recreation in the amount of $204,050.00, for the purposes of conducting an economic impact analysis of recreation in Inyo, Mono and Alpine Counties.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

10.4 Request approval of the 2025 Expenditure Plan for Title III funds in the amount of $49,713.76. – Community Development Director

Community Development Director Sam Booth stated that the Secure Rural Schools program funding was not reauthorized; however, staff prepared a proposed Title III project spending plan for 2025 that would utilize the remaining Title III funding from previous years and projects.

Wildfire Projects Coordinator Clint Celio gave an overview of how the funds would align with the County's budget and highlighted how communities would benefit from the Firewise program.

In response to Supervisor Mecak's clarifying question related to fund realignment, Celio suggested that the board approved the spending plan with the understanding that the projects were approved for the duration of the Title III funding.

After much discussion between the Board, Finance, and Community Development, a consensus was made to utilize last year's funds on approved projects, until after the 45-day public comment period, to ensure funding would be available for projects.

MOTION Terry Woodrow / SECOND David Griffith approving the 2025 Expenditure Plan for Title III funds in the amount of $49,713.76.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

11. ADJOURN TO ANY OF THE FOLLOWING AGENCIES FOR WHICH THE BOARD OF SUPERVISORS SITS AS OFFICERS: BOARD OF EQUALIZATION, LOCAL TRANSPORTATION COMMISSION, WATER AGENCY

None

12. CLOSED SESSION

12.1. Public Employee Performance Evaluation – Chief Administrative Office/HHS Director—Government Code section 54957 – Assistant CAO to Personnel and Risk Management

No reportable action.

12.2. Public Employment/Appointment – Title: County Administrative Officer—Government Code section 54957 – Assistant CAO to Personnel and Risk Management

No reportable action.

12.3. CONFERENCE WITH LEGAL COUNSEL—Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9) Name of case: Yolo County Superior Court CASE NO. CV 2021-1686 Alpine County v South Tahoe Public Utility District. – County Counsel

No reportable action.

13. ADJOURNMENT

The Board adjourned to the next regular meeting of June 17, 2025, at 9:00 AM at Alpine County Government Center, 99 Water Street, Markleeville, California.

Charles Dobson
Charles Dobson (Jun 19, 2025 15:30 PDT)

ATTEST:

Charles Dobson, Chair, Board of Supervisors
County of Alpine, State of California

michelle minder

Teola L. Tremayne, County Clerk & ex officio Clerk of the Board of Supervisors
By: Michelle Minder, Deputy County Clerk

A complete audio/video recording of this meeting is available on the County website
www.alpinecountyca.gov

Board of Supervisors - Regular Meeting Minutes- June 3, 2025 9:00 AM

Final Audit Report 2025-06-19

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