



BOARD OF SUPERVISORS
ALPINE COUNTY
Board Chambers County
Administration Building
Markleeville, CA 96120
Telephone (530) 694-228

MINUTES
April 15, 2025

1. CALL TO ORDER REGULAR MEETING

Supervisor 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 announced upcoming art shows and announced a yearly financial report would be presented at the upcoming Board meeting in May 2025.

Historical Society President Angela Franklin gave a report on the museum's activities and projects, which included a quarterly meeting, email list update, upcoming board election, administrative tasks, and maintenance. Franklin reported a problem with the museum electrical panel and requested a copy of the building inspection report. In response to Supervisor Mecak's question related to the specific issue with the electrical panel, Community Development Deputy Director Ethan Gray stated the electrical panel was outdated, a fire hazard and that the repair date would be expedited.

4. DEPARTMENT ANNOUNCEMENTS

Economic Development Director/ Public Information Officer JT Chevallier announced the upcoming Arbor Day event in Turtle Rock Park and distributed posters to the Board and the upcoming Community Canopy Program event hosted by Liberty Utility.

County Webmaster Rita Lovell announced a project to update the County website with September as a target date. In response to Supervisor Griffith's comment on navigating the current County website, Lovell stated the new website would be user-friendly.

Community Development Deputy Director Ethan Gray reported that SBI Local Streets and Road Program project proposals would be available and announced the bid opening on May 5, 2025.

5. ADMINISTRATIVE ANNOUNCEMENTS

CAO/ Human Services Director Nichole Williamson announced a letter had been received from the California Department of Public Health which terminated a contract for COVID funds

6. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

Supervisor District 1 Charles Dobson reminded the Board that the tax filing deadline was midnight.

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 Woodrow stated Highway 4 gate at the Eastside of Lake Alpine was open.

Supervisor District 5 David Griffith gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events; announced Senator Alvarado-Gil's arrival on April 18, 2025, and appointment availability. Supervisor Griffith reported a concern that public comments were not responded to by County Staff in a timely manner. In response to Supervisor Griffith's suggestion related to updating the governance manual for Board member attendance, County Counsel Charles McKee recommended consulting with CAO/Human Services Director Nichole Williamson to further discuss.

7. CONSENT AGENDA

Supervisor Griffith pulled item 7.4 for separate action.

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

- 7.1. Regular meeting minutes of 04/01/2025. - County Clerk
- 7.2. Correction to regular meeting minutes of 01/21/2025. - County Clerk
- 7.3. County Claims. - Director of Finance
- 7.4. Item pulled for separate action.
- 7.5. **Contract No. CC2025-15** with Sierra County for Behavioral Health Services for the term 04/15/2025 - 06/30/2027 in the amount of \$106,000 - Deputy Director of Behavioral Health Services

7.6. **Contract No. CC2025-16** amendment #1 to the Modesto Residential Living Center Contract No. CC2024-49 to increase the total cost of the contract not to exceed \$200,000 - CAO/ Human Services Director Approve the renewal and amendment #1 of contract #CC2024-15 with Consor North America to extend the date of completion to December 31st, 2025, retroactive to January 31st, 2025. - Community Development Deputy Director

7.7. **Contract No. CC2025-17** renewal and amendment #4 to Contract No. CC2016-17 with Consor North America for Project Approval and Environmental Documentation (PA&ED) and Plans, Specifications and Estimates (PS&E) Services for phase 1 of the Hot Springs Road Project to extend the date of completion to December 31st, 2025, retroactive to December 31st, 2024 - Community Development Deputy Director

Contract No. CC2025-18 renewal and amendment #4 to Contract #CC2016-17 with Consor North America for Project Approval and Environmental Documentation (PA&ED) and Plans, Specifications and Estimates (PS&E) Services for phase 1 of the Hot Springs Road Project to extend the date of completion to December 31st, 2025, retroactive to December 31st, 2024 - Community Development Deputy Director

Contract No. CC2025-19 with Secretary of State grant #24G27102 to provide for activities to improve the administration of elections for Federal office, including enhancing election technology and making election security improvements in the amount of \$15,789 for the term 06/01/2025 - 06/30/2026, and authorize County Clerk/ ex officio Registrar of Voters to sign. - County Clerk

Addendum to amend the methods of cultural mitigation as defined in the Initial Study/Mitigated Negative Declaration (IS/MND) for Alpine County Wildfire Risk Projects, as defined by the Wildfire Risk Mitigation Plan (WRMP). - Community Development Director

Increase to appropriations by \$650,000.00 in 100-175-305990 State Grant Revenue and increase appropriations by \$590,775.15 in 100-175-523410 Misc Professional Services for the purposes of administering the Alpine County Bear Box Project Grant CC2023-59 - Community Development Director

Appointment Jon Campbell to the Alpine County Fish and Game Commission for the unexpired term ending 12/31/2026. - County Clerk

ITEMS PULLED FOR SEPARATE ACTION:

7.4. **Renew and Approve Amendment No. 1 to Contract No. BHS 2021-08 with Auburn Counseling Services for Advocacy Services for the term 07/01/2023 - 06/30/2026 in the amount of \$60,000. - Deputy Director of Behavioral Health**

Supervisor Griffith stated that the contract's insurance requirements were not met, and the certificates were expired.

Supervisor Mecak commented on concerns about the contracts' two-year lapse. McKee stated that the contract was brought to the Board for awareness, and staff received training in contract monitoring. Williamson confirmed that the renewed contract insurance coverage met the insurance requirements required by the Board.

MOTION David Griffith / SECOND Terry Woodrow approving Contract No. CC2025-14 amendment No. 1 to Contract No. BHS 2021-08 with Auburn Counseling Services for Advocacy Services for the term 07/01/2023–06/30/2026 in the amount of \$60,000.

AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;

ABSENT: Jim;

MOTION PASSED.

8. PUBLIC HEARINGS

None

9. REGULAR AGENDA - UNFINISHED BUSINESS

Approve Fiscal Year 2025/2026 calendar for budget adoption and schedule a public hearing for September 2-3, 2025, at 11:00AM or thereafter on September 2nd, and continuing if needed at 9:00AM September 3rd for the public to address comments to the Board of Supervisors concerning the County's Budget. - Director of Budget and Procurement

Director of Finance Klaus Leitenbauer presented a calendar for budget adoption. CAO/ Human Services Director Nichole Williamson gave an update on past meetings related to the budget hearing; stated a preliminary budget would be presented in June 2025, with the Budget Hearing being presented in August 2025. Leitenbauer reported that property tax collections and Transient Occupancy Tax amounts were in progress; a preliminary draft would be created between May and June 2025, projecting an accurate budget.

MOTION David Griffith / SECOND Evan Mecak approving the Fiscal Year 2025/2026 calendar for budget adoption and schedule a public hearing for September 2-3, 2025 at 11:00AM or thereafter on September 2nd, and continuing if needed at 9:00AM September 3rd for the public to address comments to the Board of Supervisors concerning the County's Budget.

AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;

ABSENT: Jim;

MOTION PASSED.

9.2. Discussion and possible direction regarding proposed amendments to the Alpine County Fish and Game Commission bylaws. - Economic Development Director

Economic Development Director, Public Information Officer/Liaison to the Fish and Game Commission JT Chevallier presented the results of the last Fish and Game

Commission meeting regarding the bylaws. Chevallier explained levels of agreement on most of the revisions, but certain elements of the recommended revisions were either removed, the commission's inability to.

Supervisor Mecak reported that at the last Board meeting, the Board redirected the bylaws back to Fish and Game Commission for a recommendation; requested clarification that, because there was no clear recommendation, the Board would take the lead.

CAO/Public Health Director Nichole Williamson reported watching the Fish and Game Commission meeting on the county website and was concerned about the best interest of the county; would not sign a contract for Tobacco Funds until the commission had structure.

Supervisor Mecak suggested changing the meeting time to normal business hours with support from Williamson and Supervisor Woodrow. McKee reported that the date and time of regular meetings would need to be adopted by the bylaws. Fish and Game Commissioner Donald O'Connor stated that, historically, the meetings were in the evening because of job conflicts; the commission suggested leaving it open for the new members.

Supervisor Woodrow reported that teleconferencing options were important to members located on the west side; the wintertime made the roads impassable. Supervisor Mecak requested a clean copy of the bylaws with County Counsel recommendations.

Fish and Game Commissioner John Smith reported that the commission decided to remove members as an option for secretary because of qualifications and unbiased reports. McKee reported that the prior revision approved by the Board of Supervisors were options for a secretary; the option to pay an independent contractor to be a secretary; the option for members to run a meeting if there was no secretary Supervisor Mecak requested that options be brought back to the board to remove members. After discussion and consensus, McKee reported that an item would be scheduled to discuss commission structure, membership, removal, bylaws, and operating procedures.

Carson River Resort Owner Phil Elfstrom distributed a copy of visitor notes about the fishing experience in Alpine County. Elfstrom reported that last year was a great year for fishing and the process of planting fish helped in the success.

Smith reported that the context of statements in the minutes must be accurate. In response to Smith's suggestion to include AB1234 training and Brown Act training in the bylaws within a specific timeframe, Williamson reported that the requirements were required by law.

The Board directed bylaws to be brought back: a clean copy of Counsel's recommendation, a redlined copy of Counsel's recommendation, and a redlined copy of the Fish and Game Commission recommendation.

10. REGULAR AGENDA - NEW BUSINESS

- 10.1. **Request adoption of resolution declaring April 2025 as Child Abuse Prevention month and ratify raising the Children's Memorial Flag for the month.**

Child Abuse Prevention Council Chairperson Sara Daniel read a resolution declaring April 2025 as Child Abuse Prevention month. Supervisor Griffith corrected a grammatical error on the second whereas.

MOTION David Griffith / SECOND Terry Woodrow Adopting Resolution No. R2025-09 declaring April 2025 as Child Abuse Prevention month and ratifying raising the Children's Memorial Flag for the month, as amended.

AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;

ABSENT: Jim;

MOTION PASSED.

- 10.2. **Continued update and presentation by USDA Forest Service regarding issues affecting Alpine County. (Ref. 04/18/2023 and continuing the second meeting of each month). - County Clerk**

USDA Forest Service District Ranger Matt Zumstein presented updates on current activities and project affecting Alpine County; reported on infrastructure projects for roads and campgrounds; agreed to send a copy of the campground opening schedule to the County Clerk; reported on local burn piles, workforce reduction, and upcoming meetings with Cal Fire. Supervisor Griffith voiced support for the continued efforts of the Forest Service.

- 10.3. **Approve Contingency Fund and Strategic Reserve Policy - Director of Finance**

Assistant Auditor Controller Allison Baumann explained the purpose and background of the policy creation. Baumann explained financial safeguards to provide financial relief, avoid financial crises, and the plan to build reserves over a 10-year period. Director of Finance Klaus Leitenbauer expressed gratitude to Baumann, explained financial tables and target funds, replenishment policy, and explained the goal to avoid using reserves. Supervisor Griffith commented on the negative impact of using reserves, and the time taken to rebuild. CAO/Human Services Director Nichole Williamson recommended an amendment to the policy to include CAO authority. County Counsel Charles McKee recommended a change in language regarding emergency criteria.

MOTION David Griffith / SECOND Evan Mecak approving Contingency Fund and Strategic Reserve Policy as amended.

AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;

ABSENT: 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. **CONFERENCE WITH LEGAL COUNSEL-Initiation of litigation pursuant to Section 54956.9 (d) (4) - (1) one case.- Assistant CAO to Personnel and Risk**

No reportable action.

13. ADJOURNMENT

The Board adjourned to the next regular meeting of Tuesday, May 6, 2025, at 9:00 AM at the Alpine County Government Center, Markleeville, California.

Charles Dobson

Charles Dobson (May 6, 2025 16:31 PDT)

ATTEST:

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

Teola L. Tremayne

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

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