

# MINUTES



# County of Inyo Board of Supervisors

## November 10, 2020

The Board of Supervisors of the County of Inyo, State of California, met in regular session at the hour of 8:30 a.m., on November 10, 2020, in the Board of Supervisors Room, County Administrative Center, Independence, with the following Supervisors present via videoconferencing per California Governor Executive Order N-25-20: Chairperson Matt Kingsley, presiding, Dan Totheroh, Jeff Griffiths, Rick Pucci, and Mark Tillemans. Also present: County Administrative Officer Clint Quilter, Assistant Clerk of the Board Darcy Ellis, and County Counsel Marshall Rudolph.

### *Public Comment*

Chairperson Kingsley asked the Assistant Clerk of the Board whether there was any public comment emailed for today's meeting for items not calendared on the agenda.

The Assistant Clerk of the Board said she had received none as of right then.

Nobody requested to speak to the Board via the "hand-waving" feature on Zoom.

### *Closed Session*

Chairperson Kingsley recessed open session at 8:31 a.m. to convene in closed session with all Board members present to discuss the following item(s): No. 2 **PUBLIC EMPLOYEE EVALUATION [Pursuant to Government Code §54957]** – Title: County Administrative Officer.

### *Open Session*

Chairperson Kingsley recessed closed session and reconvened the meeting in open session at 10:03 a.m. with all Board members present except Supervisor Tillemans.

### *Pledge of Allegiance*

Chairperson Kingsley led the Pledge of Allegiance.

### *Report on Closed Session*

County Counsel Rudolph reported that no action was taken during closed session that is required to be reported.

### *Public Comment*

Chairperson Kingsley asked if there was any public comment pending for items not calendared on the agenda.

The Assistant Clerk of the Board said she had received none as of right then.

Nobody requested to speak to the Board via the "hand-waving" feature on Zoom.

### *County Department Reports*

Planning Director Cathreen Richards provided the Board with an update on West-wide Energy Corridors through Inyo County and related reports.

Public Works Director Mike Errante reported that one of his department's engineers, Jacob Trauscht, has passed the exam to become a licensed civil engineer, and two more employees are expected to follow suit.

### *COVID-19 Staff Update*

Assistant HHS Director Meaghan McCamman reported Inyo's COVID case rate at 256 as of last night, with a few additional cases to be added. She said staff is continuing to see elevated numbers of new cases, which have Inyo County trending back toward the State's "Red" tier. She said Inyo County has managed to avoid being demoted to Red due to a delay in current numbers being processed by the State. She said Inyo County's numbers do justify being moved out of the less restrictive Orange tier. McCamman noted a huge number of close contacts to new cases that need to be quarantined, as well as a lot of people going to work, school, or out on the town while they're sick or should be in quarantine. She said the County does have protocol in place to deal with people breaking quarantine, and she thinks Inyo County

will have to start implementing the protocol. She said staff would be working with County Counsel and loop the D.A. in on discussions.

HHS Deputy Director-Public Health Anna Scott said staff will be working with the State on the data gap and in the meantime continue collecting test results and taking appropriate action. She noted that last week's drive-thru flu shot clinics in Lone Pine and Olancho had to be canceled due to high winds, and although the forecast is better for this week, they do have a contingency plan in the event of inclement weather. She added that there are quite a few contacts coming out of positive cases and staff is having to quarantine a lot more people than it did a month ago.

Supervisor Griffiths noted he is supportive of Public Health taking a stronger approach with regarding to people breaking quarantine orders. He said it seems like the minimum thing a person can do to stop the spread of coronavirus, which is important not just from a public health standpoint but also to prevent additional impacts on schools and businesses. He said the need to follow health orders should be hammered home with the public at a state and local level. He recommended a media campaign to encourage people to work through COVID fatigue and do what's right to help keep schools and businesses open.

Assistant County Administrator Leslie Chapman said staff is wrapping up the REVIVE small business grant program and picking back up work on the non-profit entity grant program. She said she is not looking forward to telling businesses that Inyo County might have to move back down to the Red tier.

*Assessor – Change  
in Authorized Staffing*

Moved by Supervisor Pucci and seconded by Supervisor Tillemans to:

- A) approve the job description for Auditor-Appraiser III, Range 78; and
- B) change the authorized staffing in the Assessor's Office by deleting one Senior Assessor, Range 88 (\$7,318 - \$8,892) and adding one Appraiser I, Range 70 (\$4,753 - \$5,781), Appraiser II, Range 72 (\$4,981 - \$6,050), or Appraiser III, Range 78 (\$5,741-\$6,976); and
- C) request Board find that, consistent with the adopted Authorized Position Review Policy; 1. the availability of funding for one Office Technician I -III exists in the General Fund, as certified by the Assessor and concurred with by the County Administrative and Auditor-Controller; 2. where internal candidates may meet the qualifications for the position, the vacancy could possibly be filled through an internal recruitment; and 3. approve the hiring of one Office Technician I, Range 55 (\$3,343 - \$4,065), Office Technician II, Range 59 (\$3,669 - \$4,246) or Office Technician III, Range 63 (\$4,023-\$4,895); and
- D) request Board find that, consistent with the adopted Authorized Position Review Policy; 1. the availability of funding for Assistant Assessor OR Appraiser I-III exists in the General Fund, as certified by the Assessor and concurred with by the County Administrator and Auditor-Controller; and 2. where internal candidates may meet the qualifications for the position, the vacancy could possibly be filled through an internal recruitment, but an open recruitment is more appropriate to ensure qualified applicants apply; and 3. approve the hiring of one Assistant Assessor, Range 88 (\$7,412 - \$9,006); or one Auditor Appraiser I-III, Range 70-78 (\$4,753 - \$6,976) depending on qualifications; and 4. upon the hiring of either position, authorize the defunding of the position that was not filled.

Motion carried unanimously.

*Public Defender –  
Prior-Year Payment*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to authorize payment of a prior-year invoice in the amount of \$2,500 from the Public Defender budget to NKB Forensic Psychological Services of Studio City, CA for psychological testing of a minor. Motion carried unanimously.

*Coroner – O'Leary  
Contract  
Amendment 2*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to approve Amendment No. 2 to the contract between the County of Inyo and Michael Joseph O'Leary, for Personal Services as a County Officer, amending the contract by changing the end date of the contract to December 31, 2022 and increasing the contract amount by \$35,000 for a total contract amount not to exceed \$80,000. Motion carried unanimously.

*Motor Pool – Vehicle  
Surplus Auction*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to: A) declare the vehicles identified in Exhibit A as surplus; B) authorize Motor Pool to offer the vehicles for sale utilizing

the Public Surplus auction site; and C) authorize Motor Pool to sell any leftover vehicles through a traditional auction agreement, using a competitive bid process, unless a cost benefit analysis show that net proceeds will be higher by selling the vehicles as scrap metal. Motion carried unanimously.

*Risk Management – AED Policy*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to approve and enact proposed "Automated External Defibrillator Policy," which will be added to the County of Inyo Administrative Procedure and Policy Manual. Motion carried unanimously.

*Public Works – LADWP Prior-Year Invoice*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to authorize payment of a prior-year invoice in the amount of \$1,155.05 to the Los Angeles Department of Water and Power for material removed from the Sunland borrow pit during the fourth quarter of Fiscal Year 2019-2020. Motion carried unanimously.

*Public Works – American Foam Experts Contract Award*

Moved by Supervisor Tillemans and seconded by Supervisor Pucci to A) award the contract for the Inyo County Jail Roof Sealing Project to American Foam Experts of Walnut Creek, CA as the successful bidder; B) approve the construction contract between the County of Inyo and American Foam Experts of Walnut Creek, CA in the amount of \$58,441.56, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained; and C) authorize the Public Works Director to execute all other project contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable laws. Motion carried unanimously.

*Recycling & Waste Management – Surplus Vehicle Auction*

Assistant County Administrator Leslie Chapman asked that the agenda item be pulled from Consent to Departmental for discussion. She informed the Board one of the vehicles needed to be removed from the surplus list because the department decided to keep it. Moved by Supervisor Totheroh and seconded by Supervisor Griffiths to: A) remove vehicle No. 8364 from Exhibit A and declare the remaining vehicles identified in Exhibit A as surplus; B) authorize Recycling and Waste Management (RWM) to offer the vehicles for sale utilizing the Public Surplus auction site; and C) authorize RWM to sell any leftover vehicles through a traditional auction agreement, using a competitive bid process, unless a cost benefit analysis show that net proceeds will be higher by selling the vehicles as scrap metal. Motion carried unanimously.

*Public Works – Temporary Mountain View St. Closure*

Chairperson Kingsley asked that the agenda item be pulled from Consent to Departmental for discussion. He explained that a lot of Lone Pine community members have been asking about how their parking will be impacted by an upcoming film shoot, and he wants to be sure the production is communicating and engaging with local residents. Michael Chickey, location manager for "Big Indie Invasion Inc.," described the filming schedule and said the crew has been speaking with merchants and taking their temperature and have heard no concerns related to parking or street closures. He assured the Board that private driveways will not be blocked. Chickey added that the entire production will require just over 400 room nights in Inyo County. Chairperson Kingsley said that is great news and he hoped Inyo County was being as welcoming as possible. Moved by Chairperson Kingsley and seconded by Supervisor Totheroh to approve the closure of Mountain View Street between U.S. Highway 395 and Washington Street in Lone Pine between the hours of 7 a.m. and 7 p.m. November 17-18 for the purpose of allowing commercial filming activity to take place within the County right-of-way. Motion carried unanimously.

*Emergency Services – California Fire Safe Council Presentation*

The Board received a presentation from Elizabeth LaMar, the Lead Regional Coordinator for the California Fire Safe Council, regarding its efforts to launch a Capacity Building and Outreach Division to assist in the development of local fire safe councils.

*Planning – New Meadow Farms Project Alternatives*

Planning Director Cathreen Richards reviewed Caltrans' Meadow Farms ADA project for North Sierra Highway, including recirculated environmental documents that now contain additional alternatives (3 and 4). She noted the County's previous comments in which the Board supported Alternative 1 and recommended working with property owners on concerns and mitigation efforts. She said staff recommends supporting either one, but is still not in support of Alternative 2. Supervisor Totheroh said the project is essential for its provision of a bike area from a high density area to the schools. He said he has spoken with business owners and recommended the County support Alternative 4, but with the following modifications: changing the configuration of bicycle and pedestrian paths on the northbound side, starting from the west boundary line of the property located at the corner of Cherry and Highway 395 (leaving

the area in front of this property unchanged) and running west to Barlow Lane; combining the bike lane into the sidewalk in this area to create a multi-use path similar to what is proposed on the southbound side; and addition of an appropriately sized buffer to keep the vehicle traffic at a safe distance from pedestrians and cyclists while still designing the project with safety in mind first and in a way that eliminates or at least reduces the need to encroach on private property to widen the project area on the north side.

Wynne Benti, owner of Coons Gallery, shared her concerns with the Board about impacts to her business from the project and said she appreciated Totheroh's recommendation as she would obviously like to keep her business intact.

After additional discussion, the Board reached consensus to approve Supervisor Totheroh's recommendation. Moved by Supervisor Totheroh and seconded by Supervisor Tillemans to approve and authorize the Chairperson to sign a comment letter to Caltrans that supports Alternative 4 with the above-written modifications, and the addition of commentary related to the importance of pedestrian and bicyclist safety. Motion carried unanimously.

*CAO-Economic  
Development – Small  
Business Resource  
Center*

Assistant County Administrator Leslie Chapman provided the Board with an update on planning for a Business Resource Center in Inyo County, including the grant funded development of a comprehensive business plan that will include a funding plan, staffing plan, operations plan and a long-term plan for expansion, including a business incubator. She gave a presentation in which she discussed the potential for a public/private partnership where Sam Walker, a private citizen, is interested in reaping tax benefits in exchange for purchasing a building for operation of the Small Business Resource Center. The Board engaged in discussion with Ms. Chapman, noting how critical the timing is given entrepreneurs challenges during the COVID pandemic. Chairperson Kingsley said he doesn't remember a time when there has been so much engagement between the County and local businesses given all the work Ms. Chapman and staff have done to open lines of communication and develop positive working relationships. Supervisor Griffiths said he was excited at the prospect of such a center and said the project still comes with some unknowns that will need to be worked out along the way. Allen Pietrasanta of Sierra Business Council said Ms. Chapman gave an excellent presentation and agreed that the Small Business Resource Center is more appropriate now more than ever. He applauded the partnership between the City of Bishop and County, saying there has never been a stronger alignment between the Board, Council, and City and County staff. Pietrasanta added that the center will be a 3- to 5-year investment to get off the ground, but can be sustainable with the right commitment and funding resources. CAO Quilter thanked Ms. Chapman for her commitment to the project despite having other projects on her plate as well. He said she has done an excellent job of listening for and finding opportunities to push the project along. He added that there is some uncertainty but believes there are a lot of mitigating factors in the project's favor. Supervisor Griffiths stressed that the center is meant to be complementary to businesses and not in competition with any of them. Moved by Supervisor Griffiths and seconded by Supervisor Totheroh to request a weekly update on the project and authorize County Counsel to draft and the CAO to execute a non-binding letter of intent with the interested investor. Motion carried unanimously.

*Recess/Reconvene*

The Chairperson recessed the meeting at 12:16 p.m. for a break and reconvened the meeting at 12:30 p.m. with all Board members present except Supervisor Griffiths, who returned at 12:33 p.m.

*Motor Pool – Surplus  
Vehicle Donation*

Moved by Supervisor Totheroh and seconded by Supervisor Pucci to declare two (2) 2012 Ford F-250 trucks with utility beds (Asset Nos. 9059 and 9086) as surplus and no longer required for County use, and approve the donation of one or both vehicles to Wildcare Eastern Sierra pursuant to Government Code Section 25372. Motion carried unanimously 4-0, with Supervisor Griffiths not present at the time of the vote.

*Ag-Cannabis –  
License Ownership  
Change*

Supervisor Tillemans recused himself from this item at 12:33 p.m. and left the Zoom meeting. Moved by Supervisor Pucci and seconded by Supervisor Totheroh to approve a change in ownership for commercial cannabis business license number 000135, Inyo Cannabis Village, LLC, contingent on submission and approval of appropriate background checks. Motion carried unanimously 4-0-1, with Supervisor Tillemans recused. Supervisor Tillemans returned to the Zoom meeting.

*Water Department –*

Moved by Supervisor Griffiths and seconded by Supervisor Tillemans to approve the 2019-

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| <i>19-20 LORP<br/>Accounting Report</i>                                    | 2020 Lower Owens River Project (LORP) Annual Accounting Report. Motion carried unanimously.  |
| <i>Water Department –<br/>OVGA Rep Direction</i>                           | Water Director Dr. Aaron Steinwand sought direction to the Owens Valley Groundwater Authority representatives in advance of the Owens Valley Groundwater Authority meeting scheduled for November 12, 2020. He pointed out that the majority of the meeting will be comprised of a presentation from the Groundwater Sustainability Plan consultant. Supervisor Totheroh said the meeting will not have any action items.  |
| <i>Sheriff –<br/>Illegal Cannabis<br/>Suppression Budget<br/>Amendment</i> | Moved by Supervisor Pucci and seconded by Supervisor Tillemans to amend the Fiscal Year 2020-2021 Illegal Cannabis Suppression Budget 671507 as follows: increase estimated revenue in Federal Grants Revenue Code No. 4555 by \$10,000 and increase appropriation in Overtime object code 5003 by \$7,000, Personal & Safety Equipment object code 5112 by \$2,000, and Office & Other Equipment object code 5232 by \$1,000 ( <i>4/5ths vote required</i> ). Motion carried unanimously.   |
| <i>Sheriff –<br/>OHV Grant Budget<br/>Amendment</i>                        | Moved by Supervisor Pucci and seconded by Supervisor Tillemans to amend the Fiscal Year 2020-2021 OHV Grant Budget 623520 as follows: increase estimated revenue in State Grants Revenue Code No. 4498 by \$23,543; and decrease appropriations in General Operating object code 5311 by \$2,000; decrease appropriations in Internal Charges object code 5121 by \$9,457; and increase appropriation in Vehicles object code 5655 by \$35,000; B) amend the Fiscal Year 2020-2021 Sheriff Safety Budget 022710 as follows: decrease estimated revenue in Intra County Charges Revenue Code No. 4821 by \$9,457; and C) amend the Fiscal Year 2020-2021 Sheriff General Budget 022700 as follows: decrease appropriations in Overtime object code 5003 by \$9,457 ( <i>4/5ths vote required</i> ). Motion carried unanimously. |
| <i>HHS –<br/>I.D.E.A. Prior-Year<br/>Invoices</i>                          | Moved by Supervisor Totheroh and seconded by Supervisor Pucci to authorize payment of prior-year invoices in the amount of \$2,190 to I.D.E.A Consulting of Davis, CA for consulting services. Motion carried unanimously.   |
| <i>HHS-Behavioral<br/>Health – DHSC Drug<br/>Medi-Cal Agreement</i>        | Moved by Supervisor Tillemans and seconded by Supervisor Pucci to ratify and approve the agreement between the County of Inyo and Department of Health Care Services of California for the provision of Drug Medi-Cal services for substance use treatment in an amount not to exceed \$172,500 annually, and a total contract amount not to exceed \$517,500, for the period of July 1, 2020 through June 30, 2023, contingent upon the Board’s approval of future budgets, and authorize the HHS Director to sign Standard Agreements, Contractor Certification Clauses, and the California Civil Rights Laws Certification. Motion carried unanimously.   |
| <i>Public Comment</i>  | The Chairperson solicited public comment for the final public comment period. No additional comments had been emailed and nobody requested to speak to the Board via the “hand-waving” feature on Zoom.  |
| <i>Board Member and<br/>Staff Reports</i>                                  | Supervisor Totheroh reported he would be attending an Owens Valley Groundwater Association meeting on Thursday and participated in a Behavioral Health Advisory Board meeting on Monday.   |
|  | Supervisor Griffiths said he will be attending the virtual CSAC meeting for the rest of the week and beginning of next week.   |
|  | CAO Quilter said that after Board input, staff has decided to cancel the November 24 Board meeting and “uncancel” the December 1 meeting.  |
|  | Chairperson Kingsley said he had a Great Basin Air Pollution Control District meeting last week.   |
| <i>Adjournment</i>   | Chairperson Kingsley adjourned the meeting at 12:58 p.m. to 8:30 a.m. Tuesday, November 17, 2020 in the County Administrative Center in Independence.  |

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Chairperson, Inyo County Board of Supervisors

*Attest: CLINT G. QUILTER  
Clerk of the Board*

*by: \_\_\_\_\_  
Darcy Ellis, Assistant*