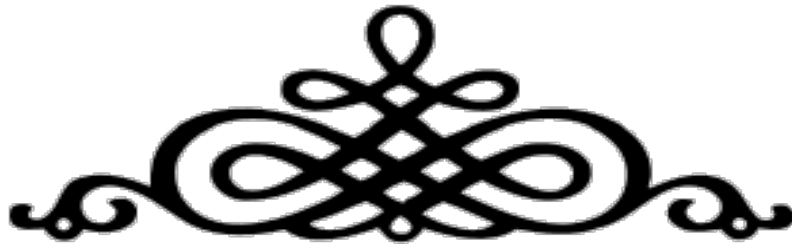
A photograph of a railway track curving through a landscape. The track is made of steel rails on wooden ties, set on a bed of gravel. The track curves to the right and disappears into the distance. On either side of the track, there are trees with autumn-colored leaves in shades of orange, yellow, and brown. Some trees are bare, showing their dark branches against a bright blue sky with scattered white clouds. A utility pole is visible on the right side of the track. The overall scene is peaceful and scenic.

**2014-2015  
Glenn County  
Grand Jury  
Final Report**

*“Without debate, without criticism, no administration and no country can succeed and no republic can survive.”*

*John F. Kennedy*



2014-2015  
Glenn County  
Grand Jury



**FINAL REPORT  
OF THE  
FINDINGS AND RECOMMENDATIONS**

June 15, 2015

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## GLENN COUNTY GRAND JURY

P.O. Box 1023  
Willows, California 95988

June 15, 2015

The Honorable Peter Twede  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, California 95988

Dear Judge Twede:

On behalf of the 2014-2015 Glenn County Grand Jury, it is my privilege to submit our Final Grand Jury Report. After making inquiries of various public entities, deliberation, and consideration, this report is ready for publication. It contains purposes, backgrounds, findings, conclusions, recommendations, and responses required regarding those entities the Grand Jury reviewed this year. We have also considered responses received which were required by last year's Grand Jury's Final Report.

The citizens who made up the 2014-2015 are a diverse group, each coming to the Grand Jury with unique skill, experience, and perception, working cooperatively toward the Grand Jury mission. The Grand Jury members dedicated time and energy conducting inquiries and formulating conclusions and findings. I appreciate each for their contribution and dedication toward quality.

Each of the county employees and officials the Grand Jury interviewed this year graciously hosted our visits. The Grand Jury appreciates their welcome, professionalism, and the opportunity to learn in more detail how county operations function.

On behalf of the Grand Jury, I thank you for the opportunity to serve the citizens of Glenn County in this capacity.

Sincerely,

Sylvia Hoenike, Foreperson  
2014-2015 Glenn County Grand Jury

# 2014-2015 Glenn County Grand Jury Members

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Sylvia Hoenike	Foreperson
Mike Yalow	Pro Tem
Kathy Montero	Secretary
Marcela Rosas	Librarian
Brian Wolcott	Sergeant at Arms
Lorraine E. Baird	
Hannah Barletta	
Terry Barley	
Glendon R. Boothe	
Ed Fairlee	
Yuridia Gonzalez	
Aubriel Johnson	
C. Fred Lawler	
Roy Martinez	
Lillian Thomas	
Filemon Torres	
Angel L. Urrutia	
Kerri Warren	
Amy Williams	

# Grand Jury Mission Statement

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The Glenn County Grand Jury serves as the ombudsman for citizens of Glenn County. The primary function of the Grand Jury, and the most important reason for its existence, is the examination of all aspects of county government and special districts assuring honest, efficient government that serves the best interests of the people.



## Disclaimer

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During this Grand Jury year: Any Juror who had, or may appear to have had a conflict of interest in any report or investigation, was recused. Recusal includes, but is not limited to, exclusion from interviews, deliberations, discussions, report creation and plenary acceptance.

# The Role of the Grand Jury

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The Grand Jury is primarily an investigative body created by the United States Constitution's Fifth Amendment and the California Constitution.

In California, Grand Juries are impaneled annually and are officers of the Court, but work independently. Nineteen residents of Glenn County are selected after interviewing 30 to 40 applicants. Most of the work is done by committees, which include Public Safety, Schools, Public Works, Health Services, City/County Government and Finance. Other committees may be appointed as needed.

The Grand Jury and committees meet several times a month. The Grand Jury meets with county and city officials, visits local government facilities, and conducts research on matters of interest and concern. The proceedings of the Grand Jury are kept confidential. Jurors may not discuss the business of the Grand Jury with other individuals.

The Grand Jury receives letters from citizens expressing concern over a particular matter of local government. Anyone may file a complaint with the Grand Jury. All complaints to the Grand Jury are confidential. Grand Jurors generally serve for one year although the law provides for holdovers for a second year to assure a smooth transition.

**Complaints must be in writing, signed, and addressed to:**

Glenn County Grand Jury Foreperson.  
P.O. Box 1023  
Willows, CA 95988

The Grand Jury chooses which complaints to investigate. The Grand Jury cannot investigate disputes between private parties.

All Grand Jury findings and recommendations are issued in written reports. Each report must be approved by at least 12 members of the Grand Jury. At the end of the term (June 30) the Jury issues its final report. Copies of the report are distributed to public officials, libraries, news media, and any entity that is the subject of a report. Within ninety days, following the issuance of the report, officials responsible for matters addressed are required to respond in writing.



# Response Requirements and Instructions

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Two working days prior to the release of the Final Report, the Grand Jury will provide a copy of the portion of the report to all affected agencies or persons.

**No officer, agency, department, or governing body of a public agency shall disclose the contents of the report prior to its public release.**

All affected agencies or persons shall respond to their specific portions of the Final Report.

**Responses are to be in writing, or on computer disk to assist with duplication, and are to be submitted in a timely manner.**

Section 933(c) of the Penal Code provides two different response times:

- (1) Public Agency: the governing body of any public agency must respond within 90 days. The response must be addressed to the presiding judge of the Superior Court.
- (2) Elective Officer or Agency Head: All elected officers or heads of agencies that are required to respond must do so within **60 days** to the presiding judge of the Superior Court, with an informational copy provided to the Board of Supervisors.

The legal requirements for responding to individual reports in the Grand Jury Final Report, as contained in the California Penal Code, Section 933.05, are summarized as follows:

**The responding entity or person must respond in one of two ways:**

- (1) That you agree with the finding.
- (2) That you disagree wholly or partially with the findings. The-response shall specify the part of the findings that are disputed and shall include an explanation of the reasons for the disagreement.

**Recommendations by the Grand Jury require action.**

**The reporting entity or person must report action on all recommendations in one of four ways:**

- (1) The recommendation has been implemented with a summary of the implemented action.

- (2) The recommendation has not been implemented but will be implemented in the near future with a time frame for implementation.

## Response Requirements and Instructions (cont.)

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- (3) The recommendation requires further analysis. If an entity or person reports in this manner, the law requires a detailed explanation of the analysis or study and time frame not to exceed 6 months. In this event, the analysis or study must be submitted to the director of the agency being investigated.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation of the situation.

If either a finding or a recommendation deals with budgetary or personnel matters of a county department headed by an elected officer, both the elected officer and the Board of Supervisors shall respond if the Grand Jury so requests.

The Board of Supervisors' response may be limited, while the response by the department head must address all aspects of the findings or recommendations.

Mail or deliver all responses to:

Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988

To request a response copy from responding elected officials or agency heads:

Glenn County Board of Supervisors  
526 West Sycamore Street  
Willows, CA 95988

# GLENN COUNTY GRAND JURY COMPLAINT FORM

*All information on this form is strictly confidential. This complaint should be prepared after attempts to correct the situation have been unsuccessful.*

**Mail to:** Foreperson, Glenn County Grand Jury  
P.O. Box 1023  
Willows, CA 95988

**Date:** \_\_\_\_\_

**Complainant:** \_\_\_\_\_  
Name: \_\_\_\_\_ Title \_\_\_\_\_

Agency of employment if employed by county

**Address:** \_\_\_\_\_  
Street: \_\_\_\_\_ City, State Zip \_\_\_\_\_

**Name of person or agency complainant is reporting:**

Name \_\_\_\_\_ Title \_\_\_\_\_ Agency \_\_\_\_\_

Address \_\_\_\_\_ City, State Zip \_\_\_\_\_ Telephone/Cell \_\_\_\_\_  
Number \_\_\_\_\_

**Complaint:** Please provide dates, times and names of individuals involved as well as a complete narrative of your complaint as well as any documentation that support your complaint. Attach additional sheets if necessary.

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Identify attempts made to correct this situation or issue as well as other agencies, person(s) contacted and approximate dates.

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Is there any additional information that you feel may be helpful in an investigation?

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**For Grand Jury Use Only:**

Date Received by Grand Jury: \_\_\_\_\_

Date Acknowledgement Letter Sent: \_\_\_\_\_

Committee Assigned: \_\_\_\_\_

Date Letter Given to Review Committee: \_\_\_\_\_

Date of Action: \_\_\_\_\_

Summary of Action Taken: \_\_\_\_\_

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*\*Form is available for use on the Glenn County Grand Jury Web page.\**

2014-2015  
Final Reports  
of the  
Glenn County  
Grand Jury



## **2014-2015 Glenn County Grand Jury Final Report**

### **GLENN COUNTY JAIL**

#### **I. Purpose**

The Glenn County Jail was inspected, by members of the Grand Jury in accordance with the California Penal Code Section 919 (b).

#### **II. Background:**

On February 24, 2014 the Grand Jury met with the Sheriff, Undersheriff, Jail Commander, and kitchen supervisor (who provided a menu) and reviewed operations of the jail. The jail was built in 1990 as a Type II facility. It can house a total of 144 inmates, both female and male. It is divided into housing pods with a tower where surveillance cameras are monitored by a correctional officer. At the time of the inspection, there were 90 males and 15 females being housed at the jail, 40 of the total were under AB 109. There are rooms within the open dormitory pods for lock down when needed.

#### **III. Findings:**

Grand Jury members reviewed the operations, staffing and medical/dental procedures, and once again the impact of AB 109. The Commander stated that when the County Jail was built, it was not intended for long term incarceration. Currently the longest release date is 2017. Also stated, the State of California does fund some of the AB 109 program under the Community Corrections Partnership (CCP) with funding going towards staffing. It was noted that known gang members were housed in different pods and exercised at different times. Only walking is allowed in the facility and handball is allowed in the exercise yard. Showers are allowed daily and during the day as requested by an inmate.

Dental and medical care is provided by California Forensic Medical Group. In the event of an emergency, the inmate is transported to the Glenn Medical Center. Dental care appointments are made every other Friday at Butte County Jail, with emergencies or urgent care done locally. The total cost of the health care contract for inmates is approximately \$900,000. If an inmate is hospitalized while incarcerated, the first \$15,000 is covered by the contract. Therefore, inmates are released until their medical care has been taken care of privately. Sometimes that means that their incarceration stay is interrupted until their medical problems are stabilized.

The sally port continues to pose a problem, especially with the newer bigger vehicles. When the courthouse is remodeled, the fencing outside the sally port will be extended, allowing the vehicles to be fully inside the fencing. During the time of courthouse remodeling, the inmates will be taken by van to court.

Upon our walk through, it was noted that the facility was clean, organized, and the noise levels rather quiet. We were cautioned about the narrow stairs to the tower, as a correctional officer was injured while descending with a tray in hand. While in the tower, we were able to observe all pods and areas of surveillance. The officer in the tower is responsible for opening all doors within the facility. A correctional officer trainee joined the tower officer while we were present, and we were able to observe the procedure of an employee entering the tower. All equipment was placed in a slot and the officer was able to retrieve it after he entered the tower.

The jail is equipped with a fire suppression system and an emergency generator. Fire drills are not needed due to the suppression system. The emergency generator is tested every two weeks with a full load testing done monthly. It was stated that the generator will support all electrical systems within the jail.

Inmates have been currently curtailed from work programs outside of the jail, due to drugs being brought back in. An ongoing investigation is currently in place due to two incidents. Inmates are made aware of "no drugs" allowed within the facility. If drugs are found on an inmate, there are several alternatives the Sheriff's Office may take, including arresting the inmate and forwarding the information to the District Attorney for prosecution.

Inmates are awakened for cleaning their pod at 4:30 am. Meals are served at 6:30 am, 12:30 pm and 6:30 pm with snacks provided for diabetic inmates. The general population is allowed to buy items such as Top Ramen, personal hygiene products, coffee, and snacks, through a commissary when money is in their individual accounts. Each inmate is given a cup and spoon which they use daily.

#### **IV: Conclusions:**

The jail was found to be clean and organized. The laundry room has an industrial washer/dryer, with automatic chemicals added to cycles. No chemicals are handled by inmates. There were inmates working in the kitchen as we toured. It was noted that "sharps", e.g., knives, blender blades, etc., were locked. Inmates are cleared medically before being allowed to work in the kitchen and are screened before being allowed back into their pods.

The total budget for the jail is currently at \$3.4 million to \$3.8 million. This does not cover much of the maintenance needed for an aging facility. Currently, there is one maintenance employee to service the facility, with safety being a priority.

Staffing has minimally three correction officers on duty at all times, with at least one each of male and female. At the time of our visit there were two male and one female, plus the Commander and kitchen staff. A male trainee was added to the shift prior to our departure. There are currently seven (7) unfilled positions. Staff continues to work overtime to cover the needs of the jail. Recruitment is ongoing. A new correctional officer's training and clearances take approximately eight months. A problem exists with Glenn County training new hires, only to have them relocate to other counties where wages are higher. In reviewing former Sheriff Larry Jones' reply to the 2013-2014 Grand Jury Report, we are in agreement that funding is a big concern. A needed grant was lost to another county, resulting in Glenn County still in need of more funding.

## **V. Recommendations:**

The Glenn County Grand Jury recommends the following:

1. The Board of Supervisors and the Glenn County Sheriff continue to explore all avenues of funding, including grants, to keep the jail in compliance with all codes and laws.
2. Hire additional correctional officers and maintenance personnel.
3. Pursue expanding the sally port doors to accommodate the larger vehicles.
4. Pursue in-house or local dental services
5. Update wage and benefit packages to be competitive with surrounding counties.

## **VI. Responses Required:**

Glenn County Sheriff  
Glenn County Board of Supervisors



## Glenn County Grand Jury Final Report

### JANE HAHN JUVENILE HALL

#### **I. Purpose:**

To review, inspect, and assess conditions and staffing at the Jane Hahn Juvenile Hall facility in Willows, California.

#### **II. Background:**

Members of the Grand Jury visited the facility as mandated by the California Penal Code 919 (b) and met with the Chief Probation Officer for clarification on expenditures.

#### **III. Findings**

The facility is a locked building, where all visitors are buzzed into a small ante room, and asked to sign in. We were met by the facility manager and were given basic information and written handouts, from a wall mounted display case. Parents/juveniles are given a copy of the rules upon booking. Juveniles are awarded points for adhering to the rules and points taken away when violations occur. If juveniles need to be separated from the communal areas, they are kept in their rooms for twenty-three (23) hours a day, with one hour allowed for shower and exercise. There are cameras throughout the facility and staff ratio is 1:10, with at least one male and female per shift.

At the time of our visit, there were eight (8) males, with a total capacity of twenty-two (22). Bookings continue to be done by hand, as the upgrade to the computer system has not been done.

The overall appearance of the building was clean, uncluttered, and in good repair. Copies of site inspections were provided. The Grand Jury was given an impressive presentation by staff of Willowglen Juvenile Court School, functioning under Glenn County Office of Education at no cost to the Juvenile Hall's budget. The staff is committed to providing all aspects of education, geared to each juvenile's ability, with goals of graduation and information on becoming prepared for life after they leave the facility. All juveniles have the option to meet with religious leaders. At the present time only one religious group is providing this service. The Juvenile Justice Handbook is provided to schools within the county as a source of information for students and families.

Medical care is provided by California Forensic Medical Group in-house and when needed juveniles are transported to a local hospital. Release from custody is the procedure when hospitalization is required. There is no Anger Management program in place.

Frustration was heard from staff of low wages with no increases. Management states it's frustrating to train an officer only to have them leave for better wages. All staff is working overtime and when census is low, on call status is used. Call back pay is low, therefore grumblings were heard.

The practicality of closing the juvenile hall was discussed with the Chief Probation Officer and his staff. Loss of funding occurred when Colusa County removed their juveniles from our county. An “evidence-based” risk assessment tool is used to observe the risk that a juvenile could re-offend, with some level of success. Risk assessment is handled by a probation officer who typically meets with both the parents and juvenile within forty-eight (48) hours. Juveniles are rated as low, moderate, or high risk. After the assessment the juvenile is placed in a program that helps to identify and address problem areas (diet, medications, social circles, etc.) to reduce the risk that a juvenile will re-offend.

#### **IV. Conclusions:**

The staff is working overtime due to some officers out on medical leave as a result of juvenile attacks. Higher paying wages and benefits in surrounding counties result in trained officers seeking other employment.

Closing the Juvenile Hall would not benefit the County due to ongoing expenses of housing juveniles outside the County. Transportation, payment for beds used or not, staff’s time away from county, and cost of reopening the facility in the future, would be prohibitive.

Due to the limited participation of religious groups services may not be available.

Management has provided locked complaint boxes, for both staff and juveniles. Every complaint is investigated. There is also a written complaint form that may also be used.

#### **V. Recommendations:**

1. Look into contracting with other counties for placement of their juveniles here in Glenn County.
2. Upgrade computer system and replace/add more cameras.
3. Meet with local religious leaders to see if a rotating schedule can be devised, to ensure that a member of a religious group is always available to provide services.
4. Investigate compensation packages of surrounding counties.
5. Check with the school and ask if the free literature is being provided to all students.
6. Look into the possibility of updating security protocols to include the use of tasers to discourage juvenile attacks.

#### **VI. Responses required:**

Glenn County Board of Supervisors  
Glenn County Probation Department

## **2014-2015 Glenn County Grand Jury Final Report**

### **ANIMAL CONTROL DIVISION OF THE GLENN COUNTY SHERIFF'S OFFICE**

#### **I. Purpose**

The Glenn County Grand Jury heard concerns that Animal Control services were being implemented inconsistently within Glenn County. Dogs were being euthanized at the pound, and the carcasses being disposed of at the Glenn County Landfill. The purpose of this inquiry is as follows:

1. To be informed on Animal Control Unit operations
2. To learn how the Pound services are contracted and monitored
3. To learn if the Pound is operating in a legally acceptable and humane manner

#### **II. Background**

On February 3, 2015, the Public Safety Committee of the Grand Jury met with the Sheriff, Undersheriff, an Animal Control Officer and an administrative employee. The Committee appreciated the time and cordial sharing of information about our inquiry. The Grand Jury was provided a copy of the Pound contract, and a data collection summary regarding dispatch calls. We learned the following:

The Animal Control Division is a unit which has been overseen by the Glenn County Sheriff for approximately eight years. It had previously been an independent department with four (4) employees. The shift of the Animal Control Division to the Sheriff's Office occurred because of the need for the County to down-size the budget.

Currently, there are two Animal Control positions, with administration being performed by Sheriff's Office staff. The Animal Control officers attended 80 hours of training provided by the Society for the Prevention of Cruelty to Animals (SPCA) when first hired. Additionally, they receive on-the-job training riding along with an experienced Deputy Sheriff Patrol Officer for the first 12 weeks of employment. Though not sworn in as a peace officer, the Animal Control Officer is made knowledgeable of the Sheriff's Office demands and expectations and is an important part of the Sheriff's Office cadre of manpower. If a public safety issue arises outside of the Animal Control Officers' schedules, Deputy Sheriff Officers must handle those emergencies.

The Animal Control Division is responsible for domesticated animals; California Fish and Wildlife is responsible for wild animal services. Each Animal Control Officer works four 10-hour days per week, overlapping on one day. This provides 80 hours per week of animal control service for the County. On most days there is only one Assistant Animal Control Officer to cover the entire County area.

Services provided by the Animal Control Division include routine patrol, responding to complaints from the public regarding domesticated animals, animal cruelty investigations, rabies prevention, including monitoring the vaccination and licensing of dogs. Animal Control also supports the cities of Orland and Willows by transporting animals to be sheltered to Burnham Veterinarian Clinic in Willows, which is contracted to provide animal shelter and vaccination services. There are two Animal Control vehicles in operation. The Grand Jury inspected one of the trucks. It was found it to be clean and set up well for effective functioning. These vehicles are leased from County Fleet Services and need replacement at 5 to 6 year intervals. There are no firearms used by Animal Control Officers. The officer does have a Taser, a baton, and a noose to capture stray dogs. There have been no on-the-job injuries or Workmen's Compensation Claims related to animal control services.

In 2013-2014, the Sheriff's dispatcher received 2408 calls for the Animal Control Division. Of the 2408 calls, 54 were sent to the District Attorney's office on charges of Animal Cruelty. The Animal Control Division issued 124 other citations. Most of the calls concerned animals at large, and most of them were dogs. If an animal is picked up, there is an Animal Control Division fee of \$40 for first-timers, \$65 for second-timers, and \$90 for third-timers. There is also a board and care fee from Burnham's Veterinary Clinic (the Pound) of \$9 per day.

Rabies prevention and testing is a primary charge of the Animal Control Division. Bats, skunks, possums, and unvaccinated dogs are red flags. Testing is done when one of these animals comes in contact, or may have come into contact with a person. Without rabies testing services, the person must decide to take a series of rabies shots or risk contracting rabies.

Cats may be considered a domesticated animal (free-roaming, no leash required). As such Animal Control may impound cats much the same as dogs. If the cat is obviously feral it is not in the jurisdiction of Animal Control. Cats may be trapped in the cities of Orland and Willows and brought to the Pound. The cost for this service belongs to the two cities, rather than the county.

Animal Control also provides a service of leasing cat traps. There is \$20 deposit fee, of which \$1 per day's use is charged. If a citizen traps cats, the cost of humane disposal resides with the citizen, not the county or city.

Once an animal is impounded, locating the owner is a priority. Having tags on collars aids in a quicker search effort. Attempts are made to contact the owner (if known) by both phone and mail. If no one comes forward, an ad is placed in the newspaper for four days. At the end of the advertising the Sheriff is charged with making the decision about what happens next. Options include adoption, fostering until an adoptive home becomes available, and using the Animal Rescue Networks to take an animal, or to euthanize. Because of these efforts, Glenn is close to becoming a “no kill” county. If the animal is euthanized, its remains are taken to the Glenn County Landfill. Arrangements for burial must be made in advance as Landfill staff must have the site ready, and must promptly cover the grave.

Other private or Glenn County entities support the work of the Animal Control Division. Stray horses may be sheltered at the Glenn County Sheriff Posse Grounds until the owner can be found. Orland Livestock Yard will house stray livestock for four days, and if no one claims it, it will be sold. Glenn County Public Health Department funds lab-testing of animals suspicious for rabies.

Glenn County contracts with Burnham Veterinary Clinic to shelter and vaccinate animals impounded by the Animal Control Division. The current term of agreement is July 1, 2014 through June 30, 2017 at an annual rate of \$20,000. This contract was entered into following a formal bidding process with a Request for Proposals issued to all known facilities in Glenn County capable of impounding animals on a day-to-day basis, 24 hours a day. Other facilities with adequate space and equipment did not apply. Pound facility condition regulations are specified in the California Code of Regulations Sections 2030 and 2032 et seq. The California Veterinary Medical Board is responsible for oversight of these regulations. Additionally, the Animal Control Officers visit the facility on a regular basis and may report concerns directly to the clinic staff.

Acting as the County Animal Impound facility, Burnham Veterinary Clinic handled 627 dogs, 241 cats, and 12 other types of animals. The outcomes included adoption, redemption to owners, transfers to rescue organizations, euthanasia, death other than being euthanized, disposal of carcass requests, and escape from the facility. Ninety-six of the 627 dogs were euthanized.

As specified by contract, Burnham Veterinary Clinic does not make the decision to euthanize; this power resides with the Sheriff. The clinic is responsible for keeping a secure and sanitary facility, and providing nutrition and veterinary treatment to all animals impounded 24 hours per day. No animal can be released from the pound without proof of rabies vaccination or vaccination provided pre-release.

### **III. Findings**

1. Animal Control services are provided for domesticated animals within the unincorporated areas of Glenn County.
2. Public Safety is the primary concern of Animal Control in the prevention of rabies and protection from vicious or diseased animals.
3. Glenn County Sheriff is designated Chief Animal Control Officer for the County and is responsible for makes final decisions regarding euthanasia.
4. Two Assistant Animal Control Officers responded to 2,408 public complaint calls in 2014.
5. Two Assistant Animal Control officers provide services formerly provided by four officers.
6. Animal Control Division may assist Orland and Willows by transporting impounded animals to Burnham Veterinary Clinic.
7. Several local facilities support the impounding of other animals: Orland Livestock Yard, Sheriff's Posse Grounds, Animal Rescue Network, Glenn County Public Health, and people who chose to adopt animals from the Pound.
8. Burnham Veterinary Clinic is contracted with the County to provide 24/7 shelter, nutrition, veterinary services, and vaccination services within a sanitary, safe, adequate facility. That contract is monitored by Sheriff's Office administration.
9. Burnham Veterinary Clinic facility conditions are also monitored by California Veterinary Medical Board as set forth in the California Code of Regulations.

### **IV. Conclusion:**

1. Glenn County Animal Control Division of the Sheriff's Office is operating efficiently within a large geographic area.
2. Assistant Animal Control Officers handle a wide range of unique emergency situations and exercise judgment to resolve problems.

3. As the contracted Pound facility, Burnham Veterinary Clinic provides 24/7 services for a reasonable cost.
4. Euthanized animals are buried at the Glenn County Landfill legally and with disease prevention procedures in place. The Grand Jury commends the Sheriff for his goal of becoming a “no-kill” County, and the effort to search for owners prior to disposing of the animals.

## **V. Recommendations**

1. The Grand Jury commends the Glenn County Animal Control Division for its efficient operations.
2. Explore creative options to reduce the travel time responding to calls from different areas of the County.

## **VI. Responses Required**

None

## 2014-2015 Glenn County Grand Jury Final Report

### FLEET SERVICES

#### I. Purpose:

To gain insight and better understanding of the fleet services of Glenn County and to determine if there are any current difficulties facing the fleet services department due to the upgrading of law enforcement vehicles.

#### II. Background:

Fleet Services is a division of the Planning and Public Works Department, supplying and maintaining vehicles to many departments in Glenn County. Fleet Services owns over 270 vehicles, mostly cars and SUVs, for county use. Large trucks, vans, and buses are maintained at the Road Department which is located nearby.

Most of the vehicles are rented under a contract to many departments of Glenn County and the department pays monthly for services under those contracts. In addition, Fleet Services provides vehicle maintenance for vehicles owned by several other departments, (such as HRA and school districts), which are billed at a rate of \$0.20 per mile. There are several vehicles owned by the county that are on an "as needed" maintenance schedule, such as fire engines. These vehicles are billed at a flat rate of \$75 per hour.

New vehicles are purchased as needed through a bidding process. Vehicles are replaced when they reach 125,000 miles or, if a law enforcement vehicle, at 112,500 miles. Vehicles are then stripped of all radios and specialized equipment and then sold at an auction held every four (4) years or so.

In the last few years, Ford has discontinued making the Crown Victoria vehicles, so law enforcement has bought Ford SUVs as replacements. This vehicle comes to the department with the basic equipment and Fleet Services installs all the added equipment such as light bars, radios, inside compartment inserts, and specialized lights.

#### III. Findings:

Fleet Services employs one manager, one office technician, and two mechanics. All mechanics are kept up to date on the latest state-mandated certificates. They are certified to do their own SMOG tests and tire alignments.



The facility contains an up-to-date mechanic shop and three (3) working bays with hydraulic lifts. It also contains several vehicle washing bays and bay devoted to installing equipment to new vehicles.

The manager explained that the department is a “break even” department with the revenues generated from the departments paying for the maintenance and replacement of the vehicles. The non-contract vehicle repair formula was recently increased to insure that the department would break even. The replacement formula on contract vehicles is generated at the time of purchase to the department, so that there is money in the account to pay for the replacement vehicle.

Maintenance on the vehicles is performed at appropriate regular intervals. All safety features are tested to maintain safety. Routine maintenance includes fluid changes, tune-ups, tire inspections, battery replacement, and repair/replacement of any other defective equipment found in the safety check. The operation and maintenance fees cover these services.

The Glenn County Sheriff reported that there have not been any delays in maintenance of the patrol vehicles. He also noted they may have need for more patrol cars if and when his vacancies are filled. The Sheriff also reported that in the next three or four years, all of the Ford Crown Victoria’s will be replaced with the patrol SUVs. He felt there may be a future problem with delay in getting the cars equipped with all the patrol equipment without a dedicated bay. He was very satisfied with the service Fleet Services has given his department.

#### **IV. Conclusion:**

The Fleet Services Department is an efficient and well-run department. The facilities were clean and orderly at the time of the interview. Concerns were made that when a new law enforcement vehicle is equipped for use, it may take a month or so to do all the additions. That takes up a bay that may be used for emergency repairs on other vehicles. At some time in the future, another bay may be needed to facilitate the increasing need for vehicle repairs.

#### **V. Recommendations:**

1. Start an account for future expansion of a new bay or an additional area dedicated to equipping new vehicles.

#### **VI. Responses Required:**

Glenn County Board of Supervisors  
Glenn County Planning and Public Works  
Glenn County Fleet Services

## 2014-2015 Glenn County Grand Jury Final Report

### ORLAND VOLUNTEER FIRE DEPARTMENT

#### I. Purpose:

To evaluate the state of the Orland Volunteer Fire Department

#### II. Background:

The Orland Volunteer Fire Department (hereafter referred to as OVFD) is made up of volunteers serving the City of Orland and the surrounding rural communities. While it is one station, there are technically two departments, one for the city and one for the county, each with its own budget. Members of the fire department are very active in the community, participating in the "Every 15 Minutes" program, acting as medical standby for local sporting events, and working with the local schools to teach the children fire safety and to read to the children.

#### III. Findings:

Of the 49 members of OVFD all are currently male. OVFD receives approximately 6 applications per year, the majority of which are also male. It was noted that any person is welcome to join the department, provided he or she is capable of performing the necessary physical requirements and able to acquire all necessary certifications. Each member of the department undergoes roughly 6 hours of training per month, with special courses held for hazardous materials once a year and training courses for emergency vehicles.

A tour of the OVFD showed that the station and OVFD equipment are well maintained. Volunteers spend much of their free time ensuring that the station and its equipment is clean and in working order, and many volunteers spend time restoring antique fire engines for use in local parades and other special events within the community.

A particular concern for members of the department is the replacement of aging fire engines, the most extreme case being a 36-year-old ladder truck. Engines are typically replaced after 10 years of service but recent budget constraints have hindered OVFD's ability to replace aging equipment. While members of the department are able to keep this vehicle and other aging equipment in working condition, the cost of maintenance continues to rise. Department personnel plan to meet with city officials and manufacturers in the coming months and are hopeful that one of the aging engines will be replaced and that a long-term solution will be created to prevent the current situation from happening again.

#### **IV. Conclusions:**

OVFD is to be commended for the exceptional work it does for the community, along with its volunteers for spending so much of their personal time serving both the department and their community at large. Department personnel have already identified and are in the process of solving problems within the department.

#### **IV. Recommendations:**

1. To work with the City of Orland and the County of Glenn to establish long-term budget funding for equipment replacement.

#### **V. Response Required:**

Orland Volunteer Fire Department  
City of Orland  
Glenn County Board of Supervisors

## **2014-2015 Glenn County Grand Jury Final Report**

### **BUTTE CITY COMMUNITY SERVICES DISTRICT**

#### **I. Purpose:**

To follow up on the condition of the Butte City Community Services District (BCCSD) regarding the finding, recommendation, and operations stated within 2012– 2013 Glenn County Grand Jury report.

#### **II. Background:**

The 2012-2013 Grand Jury met with the Butte City Community Services District and made recommendations to the Board of Supervisors and Butte City Community Services District concerning the administrative status of the district, the condition of the water pipes in the system, and the lack of an emergency generator system. Recommendations were made to the Board of Supervisors and to Butte City Community Services District to consult with LAFCo concerning the above-mentioned issues. The 2013-2014 Grand Jury send a letter to Butte City Community Services District asking for a response to the issues stated. The Grand Jury did not receive a written response.

The 2014-2015 Grand Jury wanted to meet with the Butte City Community Services District to receive an update to the issues stated in the 2012-2013 Grand Jury Report.

#### **III. Findings:**

The Grand Jury met with a representative of the Butte City Community Services District, however the interview was not completed, and a written response is still required.

#### **IV. Recommendations:**

The Butte City Community Services District is to respond to the 2012- 2013 Grand Jury recommendations.

#### **V. Response required:**

Glenn County Board of Supervisors



**LEIGH McDANIEL**  
**Glenn County Board of Supervisors**  
**District 5**  
**525 West Sycamore Street, Suite B1**  
**Willows, CA 95988**



July 1, 2014

Butte City Community Services District  
 P.O. Box 124  
 Butte City, CA 95920

Dear Chairman Campos

I am writing this letter in my capacity as the Glenn County District 5 Supervisor, which includes the Butte City Community Services District. Having attended the June 24, 2014 Butte City Community Services District (BCCSD) Board meeting, I am compelled to express some concerns and suggestions. By addressing these items, it is my hope you will be able to improve the governance of the BCCSD Board.

First, the BCCSD is a public agency and all meetings should follow traditional rules of order (ie, Robert's Rules) and documentation. The agendas should be clarified to identify actions the Board members are to consider and vote on. These votes should be entertained by "motions", "seconds" and a clear vote by voice or signal. All the meeting actions should be thoroughly documented by a Secretary of the Board. This is extremely important when voting on budgetary items and approving expenditures. If training would help in these matters please seek assistance from the County.

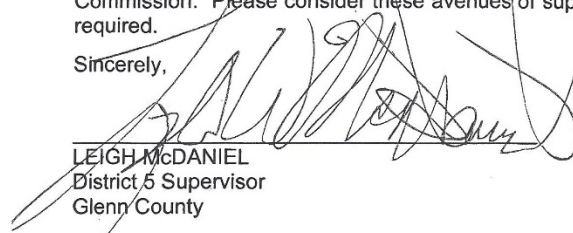
Second, the BCCSD is five months behind in billing the community for water service. It is understood the BCCSD has chosen to relieve a competent bookkeeping service and to employ Chico State Students or Staff to perform this function. I cannot find documentation regarding this action, and it is not clear if this was a Board action or individual decision. Either way, there is no apparent contract with Chico State, nor any bid for service action by the Board. The selection process in appearance is not appropriate for a public agency action and should be corrected, but most importantly, billing should be initiated immediately. The BCCSD is exposed to funding and revenue issues by lack of action. Fiscal responsibility will fall to the BCCSD Board members, and potential liability could be assumed by these members if the BCCSD becomes insolvent.

Third, there appears to be precedence to pay bills outside the Board room, using Board member signature collection rather than Board action at public meeting. Again, as a public agency, these are public money actions and need to be vetted by public action, not 'internal to the board' action. There could be liability consequences if an audit was to be performed, and audits are required of the BCSSD.

Fourth, it is alarming to see the high turnover of Board members. Though documentation is again sketchy, it appears there have been numerous elected or appointed Board member resignations over the past six months, indicating an internal problem with the Board.

I wish to see all the Service Districts in the County be successful. You have at your disposal for help and assistance the Board of Supervisors, the County Finance Department, and the Local Agency Formation Commission. Please consider these avenues of support. If corrections are not made, County action may be required.

Sincerely,

  
 LEIGH McDANIEL  
 District 5 Supervisor  
 Glenn County

cc: Chairman, Glenn County Board of Supervisors  
 ✓ Glenn Local Agency Formation Commission

Telephone: (530) 934-6400; Cell: (530) 514-2852  
 e-mail: lmcDaniel@countyofglenn.net

## **2014-2015 Glenn County Grand Jury Final Report**

### **ORLAND UNIFIED SCHOOL DISTRICT GLENN COUNTY OFFICE OF EDUCATION**

#### **I. Purpose:**

The purpose of the Grand Jury's Education Committee for 2014-2015 was to investigate concerns and complaints received in the form of letters, phone calls, emails, and personal contact from numerous members of the public and school employees regarding the Orland Unified School District and the Glenn County Office of Education.

#### **II. Background:**

The Orland Unified School District consists of schools located in the City of Orland and serves students residing inside the city, and in the unincorporated areas adjacent to the city. The governing body of the Orland Unified School District is a five (5) member Board of Trustees elected by the citizens of Orland. Administration of the School District consists of a Superintendent of Schools, an Assistant Superintendent of Schools, a Business Manager, and various other administrative staff at the District Office and at school sites. The Glenn County Office of Education bears responsibility for fiscal oversight of the Orland Unified School District and all other school districts within Glenn County.

#### **III. Findings:**

During the investigation of the concerns and complaints received, it was determined that the time frame in which these issues occurred was between the 2007-2008 fiscal year and the 2013-2014 fiscal year.

There were irregularities identified in the following areas:

- Fiscal / Administrative
- Personnel
- Bond/Building/Real Estate Projects
- Co-Stars Grant Program

#### **IV. Conclusion:**

A number of irresponsible and inappropriate policies and procedures were discovered, and recommendations are set forth in this report to address and improve those processes. In addition, it should be noted that the interim Superintendent has taken great strides to bring the Orland Unified School District into compliance both fiscally and administratively. However, there were a number of administrative and governing board actions and improprieties discovered that have been referred to local law enforcement for criminal evaluation and further investigation and possible action.

#### **V. Recommendations:**

- **Fiscal/Administrative**

1. Policies and procedures relating to Fiscal and Administrative issues are in place, but have not been followed. The Orland Unified School District Board of Trustees needs to understand and implement the existing fiscal and administrative policies which are set forth in the Board of Trustees Board Policy and Administrative Regulations.
2. Modify the Board Policy and Administrative Regulations to require:
  - a. all employees to prepare and submit timesheets,
  - b. all timesheets to be approved in writing by supervisor,
  - c. superintendent timesheet be approved in writing by Board of Trustees,
  - d. all original, signed timesheets shall be retained for the timeframe as recommended by generally accepted accounting principles (GAAP), and absent specific direction relative to timesheets, no less than 7 years.
  - e. Vacation accruals, comprehensive time off (CTO), sick leave should be calculated by the Director of Personnel as accrued for all personnel, including the Superintendent.
3. Review, identify, and establish a process for confidential employees to file complaints and grievances similar to those supported by the union representing California School Employees' Association, so that fair and equitable resolution can be reached without fear of retaliation.
4. Ensure that the Board Policy and Administrative Regulations is readily available to all staff and the public at each school site, and maintain the currency of said Manual.

5. Ensure that all designated employees file the Fair Political Practices Commission Statement of Economic Interests Form 700 (public disclosure of personal assets and income) and that a copy of the Form 700 is retained at the District Office for public review. Form 700 is a public document and public access must be provided.
  6. Create and maintain desk manuals for all administrative staff positions at District Office and each school site to include operational and fiscal (money handling) processes.
  7. Establish policy and procedure for distribution and oversight of the issuance of District credit cards for gasoline and other expenditures, monthly stipends for gas, monthly stipends for cell phones or other technology that ensures no duplication of benefit. For example, a gasoline credit card, a monthly gas stipend, and a District vehicle should not be issued to a single individual without documentation of extraordinary expenses which require approval and sign-off of the full Board of Trustees, in addition to the Superintendent.
  8. Establish a new policy that any expenditure of funds outside of usual and customary operations expenditures require full Board of Trustee approval and sign-off.
  9. Design and provide cross training of district business and finance personnel.
  10. Design and conduct professional development training for Governing Board Members on existing policies, policy development and monitoring, and fiscal oversight and management.
- **Personnel**
    1. Policies and procedures relating to personnel are in place, but have not been followed. The Orland Unified School District Board of Trustees needs to understand and implement the existing personnel policies which are set forth in the Board of Trustees Board Policy and Administrative Regulations.
  - **Bond/Building/Real Estate Projects**
    1. Revise Board Policy and Administrative Regulations to restrict the Superintendent's authority to enter into specified contracts and agreements without prior full Board review and approval.
    2. Retain a comprehensive file of the documents pertaining to the purchase of the new district office administrative building.



3. Secure and retain comprehensive documentation of all Orland Unified School District Lease/Lease-Back building projects.
4. Obtain an independent commercial real estate appraisal of the building at 903 South Street (new District Office building).
5. Review and ensure that all Orland Unified School District real estate transactions have been filed and recorded as public documents.

- **Co-Stars Grant**

1. The Orland Unified School District is a participant in the Co-Stars Grant that is administered by California State University, Chico. This is a cost reimbursement grant. Invoices are submitted quarterly to CSUC, the Orland Unified School District is then reimbursed for the identified costs of operating the Grant in the Orland Unified School District. This is not a form of additional compensation for individuals performing their usual and customary duties and responsibilities in support of the grant.

The Grand Jury recommends that the Orland Unified School District actively seek reimbursement from those individuals who were provided with “stipend” payments during Orland Unified School District’s participation in the Co-Stars Grant Program, from the first sub-award of the Grant to the present time.

## **VI. Responses Required:**

Orland Unified School District Board of Trustees  
Orland Unified School District Superintendent  
Glenn County Office of Education

Response Reports  
to the  
2013-2014  
Glenn County  
Grand Jury  
Final Report



**Response to the 2013-2014 Glenn County  
Grand Jury Final Report**

**AIR POLLUTION CONTROL DISTRICT**

**I. 2013-2014 Grand Jury Final Report, pages 29 to 30**

**II. Recommendation:**

Develop methods to improve public awareness of burn day rules and regulations.  
The public needs to know where to call to ascertain changing conditions.

**III. Response Required:**

Yes, from the Glenn County Air Pollution Control District and the Glenn County Board of Supervisors

**IV. Response Received:**

Yes, from the Glenn County Air Pollution Control District and the Glenn County Board of Supervisors

**V. Further Response Required:**

None

## **Response to the 2013-2014 Glenn County Grand Jury Final Report**

### **WASTEWATER TREATMENT FACILITY, CITY OF ORLAND**

**I. 2013-2014 Grand Jury Final Report, pages 31 to 33.**

**II. Recommendations:**

**Recommendation A:**

Commends the City of Orland for the management of the Wastewater Treatment Facility.

**Recommendation B:**

Regarding the odor problem emanating from the olive brine ponds and the silage storage adjacent to the Orland Airport, the Grand Jury directs the Grand Jury directs the Glenn County Board of Supervisors to determine if these odors are a health hazard.

**Recommendation C:**

The Board of Supervisors and the City of Orland needs be aware of the intensity of these odors concentrated in the same area and plan to minimize concentration as they renew annual or periodic agreements with contractors.

**III. Response Required:**

Yes, from City of Orland City Council, City of Orland Public Works Director, Glenn County Air Pollution Control District, and the County Board of Supervisors.

**IV. Response Received:**

Yes, from the Glenn County Air Pollution Control District Board, who recommends the Grand Jury contact the Regional Water Quality Control Board who is the lead agency on odors leaving the treatment facility.

Yes, from City of Orland City Council for Public Works Director.

Yes, from the Board of Supervisors who concur with Air Pollution Control Board.

**V. Further Response Required:**

The Grand Jury reluctantly accepts the responses as there is no answer to the question of the intense odors creating a health hazard. No further response is required.



**GLENN COUNTY  
AIR POLLUTION CONTROL  
DISTRICT**

Willows Memorial Hall, 2<sup>nd</sup> Floor  
525 West Sycamore Street, Suite B1  
Willows, CA 95988

John Vicgas  
Dwight Foltz  
Steve Soeth  
Mike Murray  
Leigh McDaniel

(530) 934-6400

FAX: (530) 934-6419

August 5, 2014

The Honorable Donald Cole Byrd  
Presiding Judge  
526 West Sycamore Street  
Willows, CA 95988

Dear Judge Byrd:

**SUBJECT: RESPONSE OF THE AIR POLLUTION CONTROL DISTRICT TO THE 2013/14  
FINAL GRAND JURY REPORT**

The following is a response to the recommendation of the Grand Jury "1) to determine if the odors are a health hazard and 2) to become aware of the obnoxious odors and develop a plan to minimize the concentration of these strong odors as they review annual or periodic agreements with contractors for these purposes" from the Orland Wastewater Treatment Facility and the olive brine ponds and the silage storage adjacent to Orland Airport.

**Wastewater Treatment Facility – Brine Ponds:**

The Air Pollution Control District met with City of Orland Wastewater Treatment Plan Personnel, as well as Supervisor Foltz to discuss odor issues emanating from the brine ponds. The District recommended that a chemical analysis be performed on the brine to ascertain whether there are hazardous constituents present. Not knowing what is present in the waste stream, the District cannot make a determination on the hazardous/non-hazardous nature of the emissions.

The Waste Water Treatment Facility is subject to a Regional Water Quality Control Board (RWQCB) Permit. The RWQCB is the lead agency on odors leaving the treatment facility. The Grand Jury should consider directing their concerns to the RWQCB.

**Silage Storage (Wilbur-Ellis):**

The District has reviewed Safety Data Sheets (previously known as Material Safety Data Sheets) that list the ingredients for three products: Dehydrated Tomato Pomace, Heifer-Feed, and Olive Almond By-Product. Some of the ingredients that go into these products are sun-dried at the Wilbur-Ellis facility at the airport. These ingredients are: Olive Meal, Prune Meal and Tomato Pomace. None of these ingredients are listed as hazardous on the Safety Data Sheets.

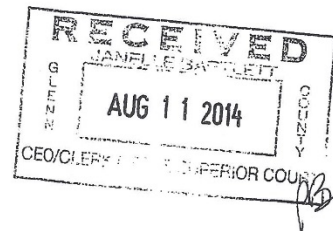
Please contact our office if you have any questions or further concerns.

Sincerely,

GLENN COUNTY AIR POLLUTION CONTROL DISTRICT

  
Steve Soeth, Chairman

cc: Glenn County Board of Supervisors



**CITY COUNCIL**

James Paschall Sr., Mayor  
Salina J. Edwards, Vice Mayor  
Bruce T. Roundy  
Charles Gee  
Dennis G. Hoffman

# CITY OF ORLAND

INCORPORATED 1909

815 Fourth Street  
ORLAND, CALIFORNIA 95963  
Telephone (530) 865-1600  
Fax (530) 865-1632



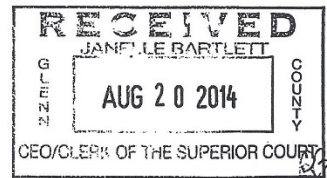
**CITY MANAGER**  
Peter R. Carr

**CITY OFFICIALS**

Angela Crook  
Assistant City Manager/City Clerk  
Pamela Otterson  
City Treasurer

August 18, 2014

To: Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988



Re: Response to Grand Jury (2013-2014 Grand Jury Report)

To the Honorable Presiding Judge and Grand Jury:

Grand Jury Recommendation (report pg 33):

1. The Grand Jury commends the City of Orland for its wastewater treatment program, which is effective and efficiently operated currently and for future growth.
2. Regarding the odor problem emanating from the olive brine ponds and the silage storage adjacent to the Orland Airport:
  - a. The Grand Jury would like the Glenn County Board of Supervisors, via the Air Pollution Control Board to determine if the odors are a health hazard.
  - b. The Grand Jury would like the Board of Supervisors and the City of Orland to become aware of the obnoxious odors as they review annual or periodic agreements with contractors for these purposes.

Response:

City of Orland staff reviewed the Grand Jury's report and recommendations, visited the pertinent sites with Glenn County Air Pollution Control District officials and reviewed documentation.

We agree with the conclusion findings, specifically that "... there is a profound odor which is produced by the concentration of three program activities," and "...the most offensive odors are coming from the olive brine ponds and the agricultural by-products silage."

Further, we would note:

- A. City of Orland's wastewater treatment operation is permitted and inspected by the California Regional Water Quality Control Board (WDRO#R5-2010-0087), including operation of lined brine ponds (in operation since 1985) and containment of odors; the Regional Board has identified no issues with the City's permit compliance in recent years.
- B. Wilbur-Ellis' nearby agricultural silage operation is seasonal, spreading various organic wastes out across acres of land to dry in the sun for weeks at a time especially during warmer weather. Waste material includes olive pits, prune skins, etc. Material is also pulverized, piled, and loaded into trucks. Wilbur-Ellis operates under a permit from Glenn County Department of Environmental Health.
- C. The brine ponds provide for evaporation of water from olive manufacturing waste water. The water is highly saline, hence the separation from other ponds and from groundwater, but is not known to contain hazardous wastes. The City has not conducted lab tests of the ponds but the source is known to be strictly controlled at the local processing facilities.
- D. Odors in the subject area (between the airport and the City) are normally not noticeable, but can be significant during periods of south winds. SSE winds in this region are not constant but are not uncommon, typically 5-10 MPH. In periods of warm and southerly breezes with dry ambient conditions, odors can be detected well into city limits. This condition has been present for many years with no recent changes.
- E. The odors are commonly thought to be unpleasant but are not known to be a health hazard to residents near the three sources. No health symptoms have been reported to municipal or county authorities associated with these odors.
- F. The City since 2005 has required an "ag buffer" to keep new residential development physically and biologically separate from active agricultural operations.

City officials will certainly take potential odors into account when reviewing contracts with the industrial companies for whom the brine pond treatment is performed.

For the City of Orland and its City Council:

  
James Paschall Sr.,  
Mayor

## **Response to the 2013-2014 Glenn County Grand Jury Final Report**

### **HAMILTON CITY COMMUNITY SERVICES DISTRICT**

**I. 2013-2014 Grand Jury Final Report, pages 25 to 28**

**II. Recommendations:**

**Recommendation A:** HCCSD continue to ensure water quality in the district;

**Recommendation B:** HCCSD continue to seek out alternative funding resources.

**III. Response Required:**

Yes

**IV. Response Received:**

Yes

HCCSD clarified two items in the report. First, the District operates wastewater treatment as well as the library, Community Park, and collects fees to pay for street lighting and maintenance of Edgewater Park. Second, charges for services accounts for 95% of revenue rather than property taxes as was stated in the Grand Jury Final Report 2013 - 2014.

Otherwise HCCSD agrees to the recommendations presented in the Grand Jury Final Report 2013 – 2014.

**V. Further Response Required:**

None





## Hamilton City Fire Protection District

420 First Street P.O Box 928 Hamilton City, Ca. 95951  
Business: (530) 826-3355 Fax: (530) 826-3436

Glenn County Grand Jury  
PO Box 1023  
Willows, CA 95988

October 8, 2014

To the Foreperson of the Grand Jury  
Sylvia Hoenike and Kathy Monters

We have received your Grand Jury report and would like to thank you for your recommendations.

We will take them under advisement and at this time we have no recommendations to offer to you.

Thank you,

A handwritten signature in cursive script that reads "Ken Mason".

Ken Mason  
President of Hamilton City Fire Protection District Board

## **Response to the 2013-2014 Glenn County Grand Jury Final Report**

### **GLENN COUNTY JAIL**

**I. 2013-2014 Grand Jury Final Report, pages 10 to 12**

**II. Recommendations:**

**Recommendation A:** Update surveillance system

**Recommendation B:** Hire additional correctional officers

**Recommendation C:** Sally port entrance expansion

**Recommendation D:** Additional safety cell

**Recommendation E:** Updating or replacing outdated equipment

**Recommendation F:** Hire an additional maintenance person

**Recommendation G:** In-house dental service

**III. Response Required:**

Yes, by Glenn County Sheriff and Glenn County Board of Supervisors

**IV. Response Received:**

Yes, by Glenn County Sheriff and Glenn County Board of Supervisors

**V. Further Response Required:**

None

## **Response to the 2013-2014 Glenn County Grand Jury Final Report**

### **JANE HAHN JUVENILE HALL**

**I. 2013-2014 Grand Jury Final Report, pages 13 to 14**

**II. Recommendations:**

**Recommendation A:** Pursue funding for a private meeting room

**Recommendation B:** Pursue funding to purchase additional cameras to cover blind spots

**Recommendation C:** Pursue funding for comprehensive mental health care for juveniles

**III. Response Required:**

Yes, from the Glenn County Probation Department and the Glenn County Board of Supervisors.

**IV. Response Received:**

Yes, from Glenn County Probation Department and the Glenn County Board of Supervisors.

**V. Further Response Required:**

None

## **Response to the 2013-2014 Glenn County Grand Jury Final Report**

### **INTER-DISTRICT SCHOOL TRANSFERS**

**I. 2013-2014 Grand Jury Final Report, pages 15 to 16**

**II. Recommendations:**

**Recommendation A:** Plaza, Lake, and Capay Schools allow out-of-district students a fair and equitable selection process.

**Recommendation B:** Glenn County Board of Education will encourage Plaza, Lake and Capay Schools to adopt the use of an equitable lottery system in compliance with the state education code when selecting students with Form 10 transfer permits.

**III. Response Required:**

Capay Elementary School/District Board of Education  
Lake Elementary School/District Board of Education  
Plaza Elementary School/District Board of Education  
Glenn County Board of Education

**IV. Response Received:**

Lake Elementary School Superintendent/Principal  
Plaza Elementary School Superintendent  
Glenn County Office of Education Superintendent

**V. Further Response Required:**

Capay Elementary School/District Board of Education

## Lake Elementary School District

**BOARD OF TRUSTEES**

MICHAEL KARLE, Clerk

DANIEL SKALA

YOLANDA MARTINEZ

4672 County Road N

Orland, California 95963-8122

Phone: (530) 865-1255 Fax: (530) 865-1203

**SUPERINTENDENT/PRINCIPAL**

NIKOL BAKER

January 13, 2015

Glenn County Grand Jury  
PO Box 1023  
Willows, CA 95988

Grand Jury:

The 2013-14 Grand Jury Report regarding Inter-District School Transfers states that Lake Elementary School District does not adhere to California Education Code requiring the use of an unbiased lottery process. Lake Elementary School District agrees with the finding; however, it is important to note that based on the capacity of the current facilities and the criteria established by Lake Elementary School Board Administrative Regulation 5111.1 (adhering to Ed Code 48356), Lake Elementary School District does not have the facility space to enroll beyond the criteria outlined in AR 5111.1. When the number of inter-district transfer applications exceeds the number of transfers the governing board elects to accept, the Lake Elementary School District will proceed with an unbiased, lottery process.

To date, and according to Lake Elementary School District Administrative Regulation 5111.1, the criteria for residency includes:

1. The student's parent/guardian resides within district boundaries.
2. The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement.
3. The student has been admitted through the district's inter-district attendance program.
4. The student is an emancipated minor residing within district boundaries.
5. The student lives with a caregiving adult within district boundaries.
6. The student resides in a state hospital located within district boundaries.
7. The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability.
8. At least one parent/guardian is physically employed within district boundaries.
9. At least one parent/guardian is a Lake Elementary School Alumni.

## Lake Elementary School District

**BOARD OF TRUSTEES**

MICHAEL KARLE, Clerk

DANIEL SKALA

YOLANDA MARTINEZ

4672 County Road N

Orland, California 95963-8122

Phone: (530) 865-1255 Fax: (530) 865-1203

**SUPERINTENDENT/PRINCIPAL**

NIKOL BAKER

Current student enrollment adheres to the aforementioned criteria.

For clarification purposes, the Grand Jury Report identified inter-district transfer permits as *Form 10 Inter-District Transfer Permits or Form 10*. That form is specific to a neighboring county's school district, not specific to this process; it is each district's responsibility to develop the appropriate form for inter-district transfers.

Sincerely,



Nikol Baker  
Superintendent/Principal

Response to 2013-2014 Grand Jury Report

June 25, 2014

The Honorable Donald Cole Byrd  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, California 95988

Dear Judge Byrd

In response to the Grand Jury's recommendation that inter-district transfers be granted using a fair and equitable selection process I have reviewed our present policy which lists eleven reasons why a transfer may be granted if space is available. It does not, however, include the provision for the use of an equitable lottery system. I will be asking the Plaza Board of Trustees to approve an amended Administrative Regulation to our Policy which includes this language. Such an amendment will require two readings at subsequent board meetings and so should be completed by September 2014.

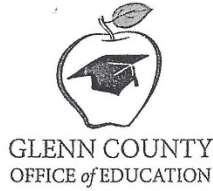
In addition I have changed our present system which was based on date the application was made to that of a lottery system. This is in effect now.

Please let me know if you require further information as to this matter.

Sincerely,

Grant Sandro  
Superintendent  
Plaza Elementary School District

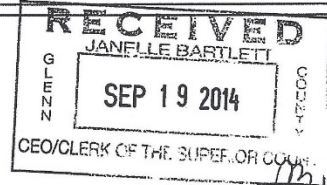
Cc: Plaza Board of Trustees



### Office of the Superintendent

311 S. Villa Avenue, Willows CA 95988 (530) 934-6575 ♦ FAX (530) 934-6611  
[www.glenncoe.org](http://www.glenncoe.org) ♦ [traceyquarne@glenncoe.org](mailto:traceyquarne@glenncoe.org)

Tracey J. Quarne, Superintendent



August 20, 2014

The Honorable Donald Cole Byrd, Presiding Judge  
Superior Court, Glenn County  
526 W Sycamore Street  
Willows, CA 95988

RE: 2013-2014 Grand Jury Report

Dear Judge Byrd:

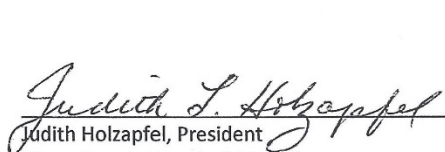
The Glenn County Grand Jury Report for 2013-2014 is finalized, requiring a response from the Glenn County Board of Education (GCBE) regarding "Inter-District School Transfers." The specific issue requiring a response is:

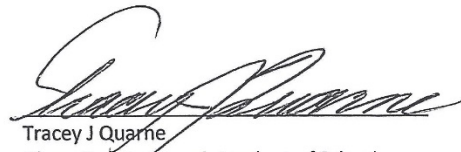
*"It is also recommended the Glenn County Board of Education encourage the three single school districts (Capay, Lake and Plaza) to adopt the use of an equitable lottery system in compliance with the state education code when selecting students with Form 10 transfer permits."*

The GCBE acknowledges usage of the word "...encourage..." by the Grand Jury; the GCBE has no statutory authority to enforce an equitable lottery system be employed by those districts receiving out-of-district students. The GCBE does appreciate this specific recommendation by the Grand Jury, and does encourage districts adopt and employ a methodology of accepting out-of-district students via an equitable lottery system (see enc.).

The GCBE expresses sincere appreciation to all involved with the Grand Jury process; your endeavors help ensure a higher quality of governance for all Glenn County citizenry!

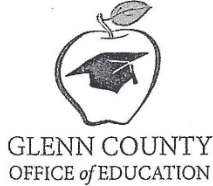
Respectfully submitted:

  
Judith Holzappel, President  
Glenn County Board of Education

  
Tracey J Quarne  
Glenn County Superintendent of Schools

*"Glenn County Office of Education is an Equal Opportunity Provider"*





**Office of the Superintendent**

311 S. Villa Avenue, Willows CA 95988 (530) 934-6575 ♦ FAX (530) 934-6611  
[www.glenncoe.org](http://www.glenncoe.org) ♦ [tracevarne@glenncoe.org](mailto:tracevarne@glenncoe.org)

**Tracey J. Quarne, Superintendent**

August 20, 2014

Mr. Jim Scribner, Superintendent  
Mrs. Jennifer Boone, Board President  
Capay Joint Union School District  
7504 Cutting Avenue  
Orland, CA 95963

Mrs. Nikol Baker, Superintendent  
Mr. Mike Karle  
Lake Elementary School District  
4672, Cty Rd N  
Orland, CA 95963

Mr. Grant Sandro, Superintendent  
Mr. Fred Lawler, Board President  
Plaza Elementary School District  
7322 Cty Rd 24  
Orland, CA 95963

RE: 2013-2014 Glenn County Grand Jury Report

Dear Colleagues:

The 2013-2014 Glenn County Grand Jury report is finalized with a recommendation to the Glenn County Board of Education. The specific recommendation is:

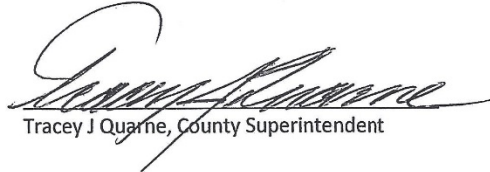
*"It is also recommended the Glenn County Board of Education encourage the three single school districts (Capay, Lake and Plaza) to adopt the use of an equitable lottery system in compliance with the state education code when selecting students with Form 10 transfer permits."*

The Glenn County Board of Education encourages the adoption of an equitable lottery system that is in compliance with education code when selecting students through inter-district transfers.

Thanking you for your service to the students of Glenn County, we are,

Sincerely yours,

  
Judy Holzappel, Board President

  
Tracey J Quarne, County Superintendent

*"Glenn County Office of Education is an Equal Opportunity Provider"*



**GLENN COUNTY  
BOARD OF SUPERVISORS**

Willows Memorial Hall, 2<sup>nd</sup> Floor  
525 West Sycamore Street, Suite B-1  
Willows, CA 95988

*John K. Viegas, District 1  
Dwight Foltz, District 2  
Steve Soeth, District 3  
Michael Murray, District 4  
Leigh W. McDaniel, District 5*

September 16, 2014

The Honorable Donald Cole Byrd  
526 West Sycamore Street  
Willows, CA 95988

Dear Judge Byrd:

**SUBJECT: RESPONSE OF THE BOARD OF SUPERVISORS TO THE 2013/14 FINAL  
GRAND JURY REPORT**

The Board of Supervisors would like to thank the Grand Jury for their time and effort in researching and coming up with thoughtful and meaningful recommendations in their 2013/14 Final Report.

Pursuant to Penal Code Section 933.05, the Board of Supervisors respectfully submits the attached responses to the recommendations set forth in the 2013/14 Final Grand Jury Report. In addition, the Board has reviewed responses received by County Departments and in general concurs with their comments and conclusions. More specific responses are on the attached pages by area of concern.

Please contact our office if you have any questions.

Sincerely,

GLENN COUNTY BOARD OF SUPERVISORS

A handwritten signature in black ink, appearing to read "Mike Murray", is written over a horizontal line. Below the line, the text "Mike Murray, Chairman" is printed.

Mike Murray, Chairman

cc: Sylvia Hoenike, 2014/15 Grand Jury Foreperson  
Jamie Cannon, Clerk of the Board

**GLENN COUNTY BOARD OF SUPERVISORS  
RESPONSE TO THE 2013/2014 GRAND JURY REPORT**

(Pages 10 – 12)

**GLENN COUNTY JAIL**

**Grand Jury Recommendation:**

*The Glenn County Grand Jury recommends that Glenn County Board of Supervisors and Glenn County Sheriff continue collaboration on all areas of improvement for the betterment of inmates, staff, and Glenn County residents. Recommended improvements include:*

- a. *Update surveillance system*
- b. *Hire additional correctional officers*
- c. *Sally port entrance expansion*

**Response of the Board of Supervisors:**

The Board of Supervisors concurs with the response of the Glenn County Sheriff.

\*Note: See attachment A for the following response from the Glenn County Sheriff.

(Pages 13 - 14)

**JUVENILE HALL**

**Grand Jury Recommendation:**

*Look into possible future funding for:*

- a. *A private meeting room*
- b. *Purchasing additional cameras to cover blind spots*
- c. *Providing comprehensive mental health care for juveniles*

**Response of the Board of Supervisors:**

The Board of Supervisors concurs with the response of the Glenn County Probation Department.

\*Note: See attachment B for the following response from the Glenn County Probation Department.

(Pages 25 – 28)

**SPECIAL DISTRICTS**

**Grand Jury Recommendation:**

*The Glenn County Grand Jury recommends that the Elk Creek Fire District seek out potential funding sources, such as an assessment fee from the Grindstone Rancheria and annexation of the northern boundary land gap to generate additional fire district funding.*

*The Glenn County Grand Jury recommends that the Hamilton City Fire District attempt to maintain its strong employee and volunteer pool including Butte College trainees.*

*The Glenn County Grand Jury recommends that Hamilton City Community Services District continue to ensure water quality in the district and to seek out alternative funding sources.*

*The Glenn County Grand Jury further recommends that Elk Creek Fire District, Hamilton City Fire District, and Hamilton City Community Services District seek the advice of the Glenn County Board of Supervisors, County Counsel, or Local Agency Formation Commission (LAFCO), to help with unresolved issues, when necessary.*

**Response of the Board of Supervisors:**

The Board of Supervisors concurs with the response of the Elk Creek Fire District and Hamilton City Community Services District. The Board also agrees that the Hamilton City Fire District should maintain its strong employee and volunteer pool, and thank all volunteers who donate their time and resources.

\*Note: See attachment C for the following response from the Elk Creek Fire District.  
See attachment D for the following response from the Hamilton City Community Services District.

(Pages 29 – 30)

**AIR POLLUTION CONTROL DISTRICT**

**Grand Jury Recommendation:**

*The Air Pollution Control District should develop methods to improve public awareness of burn day rules and regulations. The public needs to know where to call to ascertain changing conditions.*

**Response of the Board of Supervisors:**

The Board of Supervisors concurs with the response of the Air Pollution Control District

\*Note: See attachment E for the following response from the Glenn County Air Pollution Control District

(Pages 31 – 33)

**Wastewater Treatment Facility, City of Orland**

**Grand Jury Recommendation:**

*Regarding the Orland Wastewater Treatment Facility:*

1. *The Grand Jury commends the City of Orland for its wastewater treatment program, which is effective and efficiently operated currently and for future growth.*

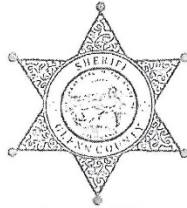
*Regarding the odor problem emanating from the olive brine ponds and the silage storage adjacent to Orland Airport:*

1. *The Grand Jury directs the Glenn County Board of Supervisors, via the Air Pollution Control Board to determine if the odors are a health hazard.*
2. *The Grand Jury would like the Board of Supervisors and the City of Orland to become aware of the obnoxious odors and develop a plan to minimize the concentration of these strong odors as they review annual or periodic agreements with contractors for these purposes.*

**Response of the Board of Supervisors:**

The Board of Supervisors concurs with the response of the Glenn County Air Pollution Control District.

\*Note: See attachment F for the following response from the Glenn County Air Pollution Control District.



LARRY JONES  
Sheriff/Coroner  
Director O.E.S.

**GLENN COUNTY SHERIFF'S OFFICE**

Sheriff, Coroner, Civil Process, Office of Emergency Services, Animal Control  
*"Commitment to Service Dedication to Community"*

August 20, 2014

RICHARD L. WARREN, JR.  
Undersheriff  
Deputy Director O.E.S.

SEP - 5 PM 2:12

The Honorable Donald Cole Byrd  
Presiding Judge of the Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988

RE Response to the 2013-2014 Glenn County Grand Jury Report

Your Honor:

Following you will find my response to the 2013-2014 Glenn County Grand Jury Report. It was my pleasure to work with the members who were the Public Safety component of this year's panel. Historically these members demonstrate a sincere and lively interest in the function and responsibilities of all departments under the umbrella of the Sheriff, this panel was no exception.

• **Glenn County Jail:**

The report addressed several concerns and problems faced by the facility. Of course funding remains the main stumbling block in correcting these issues. My responses to the Grand Jury's recommendations are much as they were last year, with the addition of the surveillance system and outdated equipment:

- 1) Need for an additional Safety Cell: We are in complete agreement with the Grand Jury on this matter. However, funding is not available at this time to add another safety cell to the facility. The Sheriff is exploring avenues for jail expansion under the auspices of the SB 863, the new bill for jail construction grants. We are in the process of re-applying for grant funding in this second round of the grant process.
- 2) Sally Port Expansion: This project is long overdue and is indeed a safety issue. It will become even more pressing with the phasing out of current patrol vehicles and the new, larger vehicles being deployed. Again there is no current funding for this project. The matter may be solved through the SB 863 construction grant addressed in the above response to the Safety Cell issue.
- 3) Maintenance Personnel: We have managed to retain one (1) full time maintenance person on staff. Once again the funding for the second maintenance staff member was removed from the FY 13/14 Budget and the final budget for F/Y 14/15 is unknown at this time. A staff of one is not adequate to keep up with the day to day maintenance necessary in a facility over 20 years old, let alone do preventive maintenance. We find ourselves running further and further behind in this critical area. Until there is funding available on a County level we see no way to budget this position. We will endeavor to work with the Board of Supervisors to restore this critical position.

543 W. Oak Street • Willows, CA 95988  
Administration (530) 934-6441 • Fax (530) 934-6473  
24 hour (530) 934-6431 • (530) 865-1122 • Fax (530) 934-6429  
Jail (530) 934-6428 • Fax (530) 934-6427

ATTACHMENT A

Grand Jury Response  
13/14 Final Report  
August 20, 2014  
Page 2

- 4) Transporting Inmates for Dental Procedures: We are in agreement with the Grand Jury on the benefits of installing a dental chair within the facility. However once again, there simply is no funding for this project. We have searched for a local dental care provider to improve this situation and have been unable to procure these services on a local level. We refer back to the application for a jail contraction grant which could help resolve this problem.
- 5) Staffing remains fluid. Recruitment is continuous. Funding for staff remains a countywide issue and we continue to work with the ad hoc budget committee to find means to fund all facets of the department.
- 6) Updating and/or replacing aging equipment, including the surveillance system: Critical equipment will be replaced as our budget will allow. Many of the major areas of concern do not have a funding source at this time. We remain diligent in providing a routine maintenance schedule in order to prevent "breakdowns" in as many areas as possible. This area of concern on the part of the Grand Jury further augments their recommendation that the second maintenance position be filled. Again many these matters may be solved through the SB 863 construction grant if we are awarded grant funding.

As in last year's response - we continue to search and consider any and all funding avenues presented to us or found by staff members actively searching possible programs that can provide relief for our existing issues. The jail administrative staff continues to meet with other jail administrators and exchange ideas and share programs. We continue to research the use of dedicated revenues on capital improvement projects.

My annual statement to the Grand Jury remains the same: I would like to again express my gratitude to the members of the Grand Jury for their continued interest in our department. Their willingness to listen to our concerns and suggestions is appreciated. Their support and recommendations are welcomed. While we cannot act on all recommendations, they certainly need to be included in our future plans on both a departmental level as well as on a countywide basis.

Sincerely,



Larry Jones  
Sheriff-Coroner

cc: Board of Supervisors



GLENN COUNTY PROBATION DEPARTMENT  
541 West Oak Street, Willows, California 95988  
Office: 530.934.6416 Facsimile: 530.934.6468

RECEIVED  
CLERK OF SUPERIOR COURT  
2014 SEP -2 AM 11:13

August 25, 2014

Honorable Donald Cole Byrd  
Presiding Judge  
Glenn County Superior Court  
526 West Sycamore St.  
Willows, CA 95988

Dear Judge Byrd:

This letter is in response to the report prepared by members of the Grand Jury with regard to the inspection of the Jane Hahn Juvenile Hall which occurred on October 10, 2013. In their report, the members tasked with inspecting the facility noted that staff should take pride in that they are keeping juveniles safe and providing a positive impact in the lives of the juveniles during their stay within the facility.

Although there were no issues identified, there were two recommendations noted in the report and the following information is submitted:

**Possible Funding for a Private Meeting Room:**

When the facility was re-modeled in 2003, the architectural plans developed for the facility included an interview room. Due to space limitations, this was the only space that was allowable. At this time, due to space constraints, the addition of a larger, private meeting room would be cost prohibitive. In speaking with staff, the current interview room works well. Often times, when a larger space is required for things such as staff meetings or conferencing the classroom maintained by the Glenn County Office of Education is utilized when mutually convenient.

**Purchase of Additional Cameras:**

Recently, in response to the need for more cameras, two additional cameras were added as well as several existing cameras that were upgraded to provide higher resolution in areas where detained minors spend the majority of their time. Due to budget constraints, there are still two other cameras that need to be added to provide more visibility and reduce blind spots. The department will attempt to find the necessary funding to install those cameras this fiscal year if possible.

ATTACHMENT B

**Providing Comprehensive Mental Health Services:**

For many years, these types of services have been unavailable due to the fact that minors, while in a juvenile detention facility, are not covered under traditional funding mechanisms, i.e. Medi-Cal. The same is true for the delivery of mental health services in the county jail. This would seem to be counter-intuitive in that all individuals, especially those in the greatest need, are not able to access such a valuable resource. All minors within the facility receive mental health assessment and treatment by a licensed psychiatrist via the county's contract with the California Forensic Medical Group. The department has had discussions with County mental health officials in an attempt to secure these types of services such as ongoing, individual counseling, but again the funding streams are limited as they cannot be reimbursed locally.

Based on this need, the probation department is looking at ways internally to fund either a full or part-time position to provide these services, both in an out of custody for both juvenile and adult offenders on probation. It is hoped that before the conclusion of this fiscal year that a workable solution can be put into place.

If you have any questions, please do not hesitate to contact me directly.

Sincerely,



Brandon D. Thompson  
Chief Probation Officer

cc: Glenn County Board of Supervisors ✓  
Glenn County Clerk of the Board  
Glenn County Grand Jury Chairperson



To : Debbie Lambert  
Sr. Deputy Clerk

This is in response to the Grand Jury Report 2013 -2014 Special Districts. As far as we are concerned the Grand Jury was no help what so ever all they did was wrote down what I said and regurgitated it in different words. Their recommendation was to seek out funding from the Grindstone Rancheria or assess them a fee I told them we have already tried this with no response from them, they will not even allow a meeting with their leaders. As for the ground that is in no fire district we were told it would cost us \$5000.00 to annex these properties and it would take years of \$45.00 per household to recoup these monies that we don't have to begin with. The properties that reside in these areas are not going to complain about something that they are getting for free now. Why would they want to be added to a district. To me the simplest resolution is the county to tell them they have to fall into a fire district pick one off your choice. Elk Creek's real problem is that the Mill died and so has the town mainly retired people who have done their time helping and are worn out. No new people moving into town nothing to draw them here. The school is struggling the water system is struggling and so the fire department is struggling. Unless you can solve those problems these types of reports are just taking up time. We appreciate your interest but no significant help. We need a miracle.

Thank you

Craig A. Dado

President Elk Creek Fire District

ATTACHMENT C



July 15, 2014

The Honorable Donald Cole Byrd  
 Presiding Judge  
 Superior Court, County of Glenn  
 526 West Sycamore Street  
 Willows, California 95988

2014 AUG 18 PM 2:58  
 CLERK OF SUPERIOR COURT  
 GLENN COUNTY, CALIF.

Dear Judge Byrd

This responds to the 2013-2014 Glenn County Grand Jury Final Report concerning the Hamilton City Community Services District (HCCSD). The HCCSD Board of Directors appreciates the time and effort put forth by the Grand Jury. Before I respond to the recommendations, I must clarify and correct the record on two points.

**1. Hamilton City Community Services District is responsible for the sewer system which services Hamilton City residents.**

While the wastewater collection system and treatment plant operation is HCCSD's primary function, the District operates (under an agreement with the County of Glenn) the library and the Community Park. The District also collects fees to pay for street lighting and shares responsibility with the local school district to maintain the Edgewater Park.

**2. The major funding source for the Hamilton City Community Services District is from county property taxes.**

Property tax revenues represent a very small portion of our revenue stream (3% in FY2012-13 and 2% in FY2013-14). The charges for services (e.g. monthly sewer fees) accounts for over 95% of our revenue. The property tax revenues support our effort to meet our commitment to help maintain Edgewater Park.

**Recommendation to continue to ensure water quality in the district and to seek out alternative funding resources:**

The District's wastewater treatment plant is operated under Central Valley Water Quality Control Board Order 98-081. We will continue to be in regulatory compliance with the requirements of this permit. Beginning with FY 2013-14 we revised our fee structure to help stabilize revenues. We will continue to seek out other funding sources as well.

ATTACHMENT D

The Honorable Donald Cole Byrd  
July 15, 2014  
Page 2

**Recommendation to seek the advice of the Glenn County Board of Supervisors, County Counsel, or Local Agency Formation Commission (LAFCO), to help with unresolved issues, when necessary:**

The HCCSD has a very cooperative relationship with most, if not all, County entities, especially the Board of Supervisors. We do not hesitate to contact our representative when necessary. The HCCSD contracts with a private law firm for legal matters and are very much satisfied with the services received. We would not hesitate to consult with LAFCO should the need arise.

Thank you for the opportunity to respond.

Sincerely,



Arthur T. (Tom) Anderson  
President, Board of Directors  
Hamilton City Community Services District



**GLENN COUNTY  
AIR POLLUTION CONTROL  
DISTRICT**

Willows Memorial Hall, 2<sup>nd</sup> Floor  
525 West Sycamore Street, Suite B1  
Willows, CA 95988

John Viegas  
Dwight Foltz  
Steve Soeth  
Mike Murray  
Leigh McDaniel

(530) 934-6400

FAX: (530) 934-6419

August 5, 2014

The Honorable Donald Cole Byrd  
Presiding Judge  
526 West Sycamore Street  
Willows, CA 95988

Dear Judge Byrd:

**SUBJECT: RESPONSE OF THE AIR POLLUTION CONTROL DISTRICT TO THE 2013/14  
FINAL GRAND JURY REPORT**

The following is a response to the recommendation of the Grand Jury "to develop methods to improve public awareness of burn day rules and regulations. The Public needs to know where to call to ascertain changing conditions".

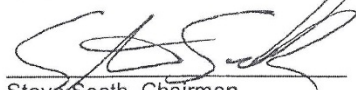
In May 2014, the District purchased booth space at the Glenn County Fair for the purpose of public outreach and education regarding the District's Residential Burning rules. The booth was the direct result of a recommendation for the Grand Jury to provide public outreach and education. The booth was supplied with handout literature and informational signboards. District burn regulations, program highlights and FAQs were prominent in the display. The booth was staffed intermittently during the duration of the fair. Promotional pens that said "Call Before You Burn - Glenn County Air Pollution Control District" with the burn line phone number 1-800-446-2876 were openly and freely distributed at the fair booth. Some are still available at the District office at 720 North Colusa Street in Willows.

In addition, the District is exploring the use of social media (Twitter) to get more information out to the broadest range of demographic end-users in an expedient fashion. The District website has also been updated with additional information regarding burning and air quality. Burn pamphlets will be posted on the community bulletin boards at the local post offices and markets.

Please contact our office if you have any questions or further concerns.

Sincerely,

GLENN COUNTY AIR POLLUTION CONTROL DISTRICT

  
Steve Soeth, Chairman

cc: Glenn County Board of Supervisors

GLENN COUNTY  
CLERK OF SUPERVISORS  
2014 AUG 11 AM 9:50

ATTACHMENT E



**GLENN COUNTY  
AIR POLLUTION CONTROL  
DISTRICT**

Willows Memorial Hall, 2<sup>nd</sup> Floor  
525 West Sycamore Street, Suite B1  
Willows, CA 95988

John Viegas  
Dwight Foltz  
Steve Soeth  
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(530) 934-6400

FAX: (530) 934-6419

August 5, 2014

The Honorable Donald Cole Byrd  
Presiding Judge  
526 West Sycamore Street  
Willows, CA 95988

Dear Judge Byrd:

**SUBJECT: RESPONSE OF THE AIR POLLUTION CONTROL DISTRICT TO THE 2013/14  
FINAL GRAND JURY REPORT**

The following is a response to the recommendation of the Grand Jury "1) to determine if the odors are a health hazard and 2) to become aware of the obnoxious odors and develop a plan to minimize the concentration of these strong odors as they review annual or periodic agreements with contractors for these purposes" from the Orland Wastewater Treatment Facility and the olive brine ponds and the silage storage adjacent to Orland Airport.

**Wastewater Treatment Facility – Brine Ponds:**

The Air Pollution Control District met with City of Orland Wastewater Treatment Plan Personnel, as well as Supervisor Foltz to discuss odor issues emanating from the brine ponds. The District recommended that a chemical analysis be performed on the brine to ascertain whether there are hazardous constituents present. Not knowing what is present in the waste stream, the District cannot make a determination on the hazardous/non-hazardous nature of the emissions.

The Waste Water Treatment Facility is subject to a Regional Water Quality Control Board (RWQCB) Permit. The RWQCB is the lead agency on odors leaving the treatment facility. The Grand Jury should consider directing their concerns to the RWQCB.

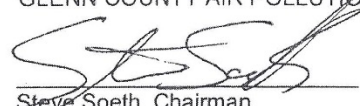
**Silage Storage (Wilbur-Ellis):**

The District has reviewed Safety Data Sheets (previously known as Material Safety Data Sheets) that list the ingredients for three products: Dehydrated Tomato Pomace, Heifer-Feed, and Olive Almond By-Product. Some of the ingredients that go into these products are sun-dried at the Wilbur-Ellis facility at the airport. These ingredients are: Olive Meal, Prune Meal and Tomato Pomace. None of these ingredients are listed as hazardous on the Safety Data Sheets.

Please contact our office if you have any questions or further concerns.

Sincerely,

GLENN COUNTY AIR POLLUTION CONTROL DISTRICT

  
Steve Soeth, Chairman

2014 AUG 11 AM 9:30  
GLENN COUNTY  
CLERK OF SUPERVISORS

cc: Glenn County Board of Supervisors

ATTACHMENT F