

**MINUTES OF A REGULAR MEETING OF THE CALAVERAS COUNCIL OF GOVERNMENTS  
COUNTY OF CALAVERAS, STATE OF CALIFORNIA  
HELD ON JUNE 14, 2006**

**Council Members present:** Merita Callaway – *Chair*, Curly Middleton – *Vice Chair*, Victoria Erickson, Lee Seaton, Bob Leitzell and Trudy Lackey

**Absent:** Michelle Plotnik

**Staff:** Brittany Odermann – Interim Director; Mary Kelly - Administrative Assistant II

Pledge of Allegiance

**CONSENT AGENDA**

Item 2 was pulled for discussion. Motion was then made approving the remainder of the Consent Agenda Items as submitted:

*Moved: Seaton                      Second: Middleton                      Approved: 6-0-1                      Absent: Plotnik*

1. **Minutes** of May 10, 2006 Regular Meeting – **Action**
3. Resolution **FY 06-21** approving 5311(f) funding grant by Public Works – **Action**
4. Oak Management Update - **Action**

2. **Minute Order:** Contract Approval, Maas & Associates – **Action**  
Council Member Leitzell expressed his concern that Scott Maas, Project Manager for the CCOG may not have enough time or personnel needed to devote to the CCOG in the 06-07 fiscal year. Mr. Maas assured the Council that he has allocated his time between the Tri-Counties and will have no problem meeting his obligations to Calaveras COG.

Interim Director Odermann pointed out a typo on the contract summary sheet. It will be corrected.

*Moved: Leitzell                      Second: Middleton                      Approved: 6-0-1                      Absent: Plotnik*

**REGULAR AGENDA**

5. **PUBLIC COMMENTS**

There were no comments from the public.

6. **EMERGENCY ITEMS**

There were no emergency items.

7. **CALTRANS REPORT**

Annette Clark, Caltrans Regional Planning reported on the following action items from the May meeting:

- Caltrans checked into the need for a speed limit sign on Highway 4 entering into Angels Camp. The investigation found that based on traffic safety data, no changes were needed. If the City would like to investigate this further, a speed survey would need to be done and a letter requesting this to be sent to Dinah Bortner at District 10. The City will pursue this.
- The signs at Highway 4/49 – one going towards Murphys and the sign coming from Frogtown both have Arnold on them.
- The delay in installing the signal at Avery/Sheep Ranch is because the project has been combined with the Moran Road left turn lane for cost savings. Work is expected to begin in July, 2007.

Annette also reported that the CCOG was awarded the Community Planning Grant for \$80,000 and that on June 29<sup>th</sup> District 10 will hold a workshop for all recipients to assist them with the scope of work process and applying for the funds.

8. STATE HIGHWAY PROJECT REPORTS

- a. SR4 Angels Camp Bypass – Scott Maas, Project Manager summarized the report provided in the packet.

He explained that one of the crucial steps on the Angels Camp Bypass was to have a Resolution of Necessity (RON) passed by the CTC. A presentation was made to the CTC on June 7<sup>th</sup> and the RON was approved unanimously. Maas asked the Council if they would approve thank you letters to be sent to Kome Ajise, Director District 10 and the Director of Caltrans Will Kempton. The Council was polled and all agreed.

Maas reported tentative dates given by Caltrans for work to begin on the Bypass:

October 10 - advertise

November 28 – bid opening

December 28 – award date

January 15, 2007 – approval of award

The existing property owners will be able to continue operating through Labor Day, 2006.

- b. SR4 Wagon Trail Project – Maas summarized the report provided in the packet. The Co-op Agreement has a change on Exhibit A which shows the federal earmark funding. After Caltrans approves this change, he can request funding.

- c. SHOPP Projects – Maas summarized the project report provided in the packet.

- d. Air Quality Conformity – Maas summarized the project report provided in the packet.

9. Resolution adopting criteria for allocation of Bicycle/Pedestrian Funds – Action

Odermann explained that through the CCOG TAC, criteria for allocation of bike/ped funds were drafted. After discussion, the Council approved the adoption of **Resolution FY 06-22** adopting criteria for the allocation of bicycle and pedestrian funds with the following changes:

#1: Projects that have received funding from various federal and state sources that require a local match, to be changed to read: *Projects that require a local match.*

#2: Projects that have environmental clearance, design documents, right-of-way clearance and are ready for construction, to be changed to read: *Projects that have environmental clearance, design documents, right-of-way clearance and are ready for construction.*

*Moved: Seaton*

*Second: Leitzell*

*Approved: 6-0-1*

*Absent: Plotnik*

10. TE PRESENTATION AND FUNDING RECOMMENDATIONS

Odermann and Maas presented an overview of the TE project selection and funding process. The presentation reviewed available TE funding, explained how projects were selected, and what course of action needs to be taken to keep projects moving.

A motion was made approving the Transportation Enhancement (TE) Selection Committees' funding recommendations for FY 2007-08 TE program funding.

*Moved: Erickson*

*Second: Middleton*

*Approved: 6-0-1*

*Absent: Plotnik*

11. RESOLUTION ALLOCATING FY 2005-06 REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP) FUNDS.

The Council approved resolution #06-20 allocating FY 05-06 RSTP funds.

*Moved: Middleton      Second: Leitzell      Approved: 6-0-1      Absent: Plotnik*

12. REPORT FROM INTERIM DIRECTOR

Odermann summarized the report provided in the packet. Additionally, she reported that there will be a workshop on June 27th to discuss infrastructure bonds. Scott Maas said he would check his calendar and if available, he will attend.

13. COUNTY TRANSPORTATION ISSUES

Nothing was presented by the County.

14. CITY TRANSPORTATION ISSUES

Council Member Seaton asked when the transfer station is expected to be moved away from the front of Straw Hat Pizza. Nathan Atherstone, Transit Manager explained that the lease agreement is scheduled to be brought before the Board on June 26<sup>th</sup>. After the agreement is signed, buses will be able to move to the new transfer location.

13. PERSONNEL ISSUES

Items 'a' and 'b' were reversed to allow the video technician to leave.

a. Administrative Assistant Reclassification – **Possible Action**

Upon review and approval by the County Human Resources Department (HR), Council approves the creation of a job reclassification entitled "CCOG Administrator" at a 5-step salary range with Step A beginning at \$26.32. If HR supports this reclassification, the Council approves the CCOG Administrative Assistant be reclassified to the new position.

➤ *Action Item: Chair Callaway will give Francine Osborn the "CCOG Administrator" job description and ask her to review it for consistency with job descriptions in the county. Francine will be requested to return her findings to Callaway before July 12<sup>th</sup>.*

*Moved: Erickson      Second: Leitzell      Approved: 6-0-1      Absent: Plotnik*

b. CLOSED SESSION – PUBLIC EMPLOYEE APPOINTMENT – **Possible Action**

A CLOSED SESSION was held pursuant to Government Code section 54957 – Public Employee Appointment: Executive Director. **Action Taken:** The Council agreed by a 6-0-1 vote to appoint Scott Maas of Maas & Associates as Interim Executive Director beginning July 1<sup>st</sup>. The Council also agreed that until a permanent director is hired, the Chair and Vice Chair will handle all "housekeeping" issues i.e., approval of timecards, payables and any other items requiring signature authority.

*Approved: 6-0-1      Absent: Plotnik*

The Council directed staff to form an advisory interview committee to screen qualified candidates in an initial round of interviews. Persons suggested for the committee include: Charles Field, Jane Perez, Rob Houghton, Tim Shearer and Scott Maas.

14. ADJOURNMENT

The meeting was adjourned at 9:30 pm.

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Merita Callaway, Chair

ATTEST:

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Mary Kelly, Recording Secretary  
Calaveras Council of Governments