

**LASSEN COUNTY LOCAL AGENCY FORMATION COMMISSION**  
City Council Chambers      66 N. Lassen St.      Susanville, CA 96130

REGULAR MEETING  
Monday, August 8, 2022

Meeting called to order at 3:00 p.m.

Members present: Commissioner Hemphill, Commissioner McCourt, Commissioner Gallagher, and Commissioner Stafford. Absent: Chair Eid.

Staff Present: Jennifer Stephenson Executive Officer, John Benoit, Deputy Executive Officer, and Ruth McElrath, Building Permit Tech.

**Approval of Agenda:** Motion by Commissioner Stafford, seconded by Commissioner Hemphill to approve agenda. Motion carries: Stafford, Hemphill, McCourt and Gallagher. Absent: Eid.

**Correspondence:** None

**Approval of the June 13, 2022, meeting minutes** Motion by Commissioner Stafford, seconded by Commissioner McCourt to approve the June 13, 2022, minutes. Motion carries: Ayes: Stafford, McCourt, Hemphill, and Gallagher.

**Public Comment:** Sandy Siefert-Raffleon, commented on the June 13, 2022, meeting minutes regarding comments made that fire agencies were not interested in forming a Joint Powers Authority. She said there are fire districts that are interested. She requested placing the item on the agenda on a quarterly basis so they can get something started.

**Election of Chair and Vice Chair**

(a) Motion by Commissioner Stafford, seconded by Commissioner Hemphill to appoint Todd Eid as Chair. Motion carries: Ayes: Stafford, Hemphill, McCourt, and Gallagher.

(b) Motion by Commissioner Stafford, seconded by Commissioner Hemphill to appoint Gallagher as Vice Chair. Motion carries: Ayes: Hemphill, Stafford, McCourt, and Gallagher.

Chair Eid enters at 3:16 p.m.

**Review and Updated LAFCo's Bylaws**

Mr. Benoit provided an overview of changes made to the bylaws including language changes reflecting current practices and technology. Mr. Benoit added he has been sending texts to board members reminding them of meeting times.

Ms. Stephenson stated this would also be the time to consider changing the meeting times and would the Commission be interested in doing so.

The Commission agrees to keep meeting at the same time.

The Commission held general discussion regarding hearings, notices and digitizing a city boundaries map.

Addressing the Conflict of Interest section, Commissioner Gallagher said Commissioner's should not only not participate in the discussion, but also leave the room.

Mr. Benoit said the Commission should also do a biannual review of the Conflict of Interest code.

He continued his report addressing the budget and travel policies. He explained the Commission adopted a resolution two years ago and LAFCo should follow that.

There will be a resolution adopting the new bylaws at the next meeting.

### **Calafco Conference Matters**

Commissioner McCourt expresses interest in attending.

Ms. Stephenson explained if Commissioner McCourt attended, he would be the voting delegate and she would be the alternate.

### **Authorize payment of claims**

Motion by Commissioner Gallagher, seconded by Commissioner Stafford to approve payment of claims for June, 2022. Motion carries: Ayes: Gallagher, Stafford, Hemphill, McCourt, and Eid.

Motion by Commissioner Gallagher, seconded by Commissioner Stafford to approve payment of claims for July, 2022. Motion carries: Ayes: Gallagher, Stafford, Hemphill, McCourt, and Eid.

### **Executive Officer's Monthly Report**

Mr. Benoit explained Senate Bill 938 changes the way LAFCOs do Municipal Service District Reviews, as it gives more power. If there were protests, the threshold was only 10 percent, but now its 25 percent. There is also a punch list of things written in the MSR so LAFCo's can move forward passing a resolution.

Ms. Stephenson commented she is on the Calafco Leg committee, and she will be providing updates on what is being supported by Calafco, as well as the status of other bills.

Mr. Benoit gave an update on the storage of LAFCo files, which will be at City Hall.

At the request of Commissioner McCourt, Ms. Stephenson briefly explained the purpose of an MSR. She stated MSR's are required every five years and are required of every special district and City in the County, with a Sphere of Influence update.

The Commission and staff held general discussion regarding MSRs.

Mr. Benoit said there has also been discussions regarding a Love's truck stop coming to Susanville.

**Commissioner Reports:** None

**Adjourn:** Motion to adjourn at 3:41 p.m.

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Todd Eid, Commissioner

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Ruth McElrath, Building Permit Technician

Approved \_\_\_\_\_