



MODOC COUNTY  
TRANSPORTATION COMMISSION

108 S. Main Street  
Alturas, CA 96101-3936  
(530) 233-6410 Phone  
233-3744 Fax

Meets Regularly  
First Tuesday of  
Even Numbered Months  
at 1:30 p.m.

**Commissioners**

John Dederick  
Chairman  
City Representative

Kathie Rhoads  
Vice Chair  
County Supervisor III

Bobby Ray  
Commissioner  
Mayor, City of Alturas

Elizabeth Cavasso  
Commissioner  
County Supervisor IV

Danny Parker  
Commissioner  
City at Large Member

Jim Wills  
Commissioner  
County at Large Member

Patricia Cullins  
Alternate  
County Supervisor II

Cheryl Nelson  
Alternate  
City Councilmember

**Staff**

Debbie Pedersen  
Executive Director

Niki Lemke  
Chief Fiscal Officer

Cindy Imbach  
Sr. Transportation Planner

# AGENDA

## REGULAR MEETING

Alturas City Council Chambers  
200 W North St. Alturas, CA 96101  
August 7, 2018, at 1:30 p.m.

**1. Call to Order**

- a. Pledge of Allegiance
- b. Introductions – guests and visitors

**2. Public Forum –**

Citizens may address the Commission with matters that are related directly to Commission responsibilities. If any matters call for action by the Commission, they will be placed on subsequent agendas. Because the Chairman may limit speakers to five (5) minutes each, citizens are encouraged to contact the Chairman or staff for assistance before the meeting.

**3. Confirm Agenda**

**Action**

**4. Consent Agenda**

**Action**

- 1. Approve the minutes from the MCTC meeting on June 5, 2018.
- 2. Financial transactions 05/01/18 through 06/31/18
- 3. Year to Date expenditure report through 06/31/18

**5. Regular Business**

**Action/Information**

- 1. Consider update to the Modoc County Transportation Commission Human Resources Policy and Procedure 403. Alcohol-Free and Drug-Free Workplace.
- 2. Progress/update on the Fiscal Year (FY) 2017/18 audits.
- 3. Update on the Triennial Performance Audits (FYs 15/16, 16/17, and 17/18).

**6. Agency Updates and Project Reports**

**Information/Discussion**

- 1. City of Alturas Public Works Department
- 2. Modoc County Road Department
- 3. Caltrans District 2
- 4. MCTC Staff

**7. Staff Update, Correspondence and Calendar**

**Information**

Address outstanding issues, correspondence, information and materials received

- Future dates and events of interest

**9. Adjourn until next MCTC Regular meeting**

**Action**

Tuesday, October 2, 2018 at 1:30 p.m., in the Alturas City Hall Council Chambers, 200 W North Street, Alturas, CA.

<b>Report to Modoc County Transportation Commission</b>	
Subject	Meeting Date
<b>Consent Agenda</b>	<b>August 7, 2018</b>
Presented by	Agenda Item
<b>Not Applicable</b>	<b>4</b>

**ATTACHMENTS** – shown in **bold** below

- a. Approve the **minutes from the 06/05/2018 meeting**
  
- b. Approve **financial transactions from 05/01/18 through 06/31/18**  
Summary of expenditures exceeding \$1,500 (excluding employee payroll, taxes, and benefits).

<b>Vendor</b>	<b>Transaction</b>	<b>Amount</b>	<b>Explanation</b>
Sloan Sakai Yeung & Wong	1458	889.95	Policy Review & Mikesell Litigation

- c. Information **Year-to-Date revenue and expenditure report (through 06/31/18)**



**MODOC COUNTY  
TRANSPORTATION COMMISSION**

108 S. Main St., Alturas, CA 96101  
Phone (530) 233-6410 • Fax 233-3744

**MINUTES  
Regular Meeting  
June 5, 2018**

**Commissioners Present**

John Dederick  
Kathie Rhoads  
Danny Parker  
Elizabeth Cavasso  
Bobby Ray

Mayor, City of Alturas  
Board of Supervisors, District III, Modoc County  
City of Alturas Member-At-Large  
Board of Supervisors, District IV, Modoc County  
Councilmember, City of Alturas

**Commissioners Absent**

Cheryl Nelson (Alternate)  
Patricia Cullins (Alternate)  
Jim Wills

Councilmember, City of Alturas  
Board of Supervisors, District II, Modoc County  
Modoc County Member At Large

**Staff Present**

Debbie Pedersen  
Niki Lemke  
Jacque Dockery

Executive Director  
Chief Fiscal Officer  
Office Assistant

**Public Present**

Aaron Casas  
Mitch Crosby  
Scott White  
Sean Shepard  
Joe Picotte

Caltrans District 2, Regional Planning Liaison  
Modoc County Road Commissioner  
Caltrans District 2 Branch Chief - System Planning  
Caltrans District 2 Project Manager  
City of Alturas, Director of Public Works

1. **Call to Order** – Chairman Dederick called the meeting to order at 12:55 p.m. in the Sage Stage Office, 108 S. Main Street, Alturas, CA. Dederick led those present in the Pledge of Allegiance.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda** – Motion by Commissioner Ray to confirm agenda, seconded by Commissioner Cavasso. All ayes; motion carried.
4. **Consent Agenda**
  - a. Approve minutes from April 13, 2018, MCTC Regular meeting.  
Executive Director Pedersen requested the Commission make three corrections to the minutes for April 13, 2018, as follows:
    - Commissioners Present: add *Elizabeth Cavasso, Board of Supervisors, District IV, Modoc County.*
    - Commissioners absent: Add the word *Alternate* following Patricia Cullins

- Item 6c, page 4, following “between Modoc Region State Highway, change “the City and County of Alturas” to “*the City of Alturas, the County of Modoc,...*”.

b. Financial transactions 03/01/18 through 04/30/18

c. Information Year-to-Date revenue and expenditure report (through 04/30/18)

Vendor	Transaction	Amount	Explanation
Sloan, Sakai	1450	\$1,956.58	Mikesell Litigation

Motion by Commissioner Rhoads to approve Consent Agenda Items a through c above, seconded by Commissioner Cavasso. All ayes; motion carried.

## 5. Regular Business

- a. Consider adopting Resolution 18-06 Acceptance of the State of California Department of Transportation (Caltrans) US 395 Transportation Concept Report (TCR).

Scott White, Caltrans System Planning Office Chief, presented the US 395 TCR to the Lassen County Transportation Commission (LCTC) on February 9, 2018. Although roadway rehabilitation remains the first priority in the Lassen Regional Transportation Plan, their second priority was identified as the US 395 project (four lane expressway from Susanville to the Nevada state line). The LCTC will seek public and private partnerships to fund future US 395 projects; they have contacted Modoc, Sierra, and Plumas transportation agencies to gain support of a US 395 corridor study and hope to address issues along the entire route to the Oregon border in those counties.

Scott White gave an overview of the TCR and highlighted a few of the projects contained in the report. MCTC requested general information and provided comments regarding the Secret Valley Rest Area, the US 395 speed differentials for trucks, and the future Alturas Main Street project. Scott mentioned that these issues are included in the TCR as a basis to support future planning documents. Scott indicated that Caltrans is seeking agreement and concurrence from MCTC for this report; it is not a funding commitment from MCTC.

Motion by Commissioner Ray to adopt Resolution 18-06 accepting the US 395 Transportation Concept Report, seconded by Commissioner Cavasso. All ayes; motion carried.

- b. Consider adoption of Resolution 18-07 Identifying State of Good Repair Transit Projects for Fiscal Year (FY) 2018/19.

Executive Director Pedersen explained that Senate Bill 1 (SB1) provides transit funding to be used for State of Good Repair projects. The SB1 funds are being set aside in reserve to be utilized replace a vehicle. The program allows 3 years to accumulate estimated at \$20K-\$29K per year. Fiscal years 2018/19, 2019/20, 2020/21 are shown in the Resolution and identified for vehicle replacement.

Motion by Commissioner Ray to adopt Resolution 18-07 Identifying State of Good Repair Transit Projects for Fiscal Year (FY) 2018/19, seconded by Commissioner Parker. All ayes; motion carried.

- c. Review Fixed Assets and consider approval of the MCTC Assets and Disposition.

Niki Lemke, Chief Fiscal Officer, gave an overview of the MCTC Assets and Disposition List. She explained in June 2017, assets under \$5,000 were removed from the Fixed Assets list. Also, any assets under \$5,000 value on the Assets list will be depreciated and moved to the Office Equipment List. The equipment will be accounted for on the Office Equipment List.

Motion by Commissioner Parker to approve the MCTC Assets and Disposition as reviewed, seconded by Commissioner Ray. All ayes; motion carried.

- d. Consider amendment to Resolution 17-01b FY 2017/18 Budget.

The FY 2017/18 modified budget is attached; it represents estimated actual revenue and expenditures for the fiscal year. Chief Fiscal Officer, Niki Lemke, reviewed the budget in comparison with the estimated 2017/18 budget and summarized the changes.

Motion by Commissioner Ray to adopt amendment to Resolution 17-01b FY 2017/18 Budget, seconded by Commissioner Cavasso. All ayes; motion carried.

- e. Consider approval of the Modoc Transportation Agency Transportation Development Act Claim for LTF & STAF for 2018/19

Motion by Commissioner Ray to approve the Modoc Transportation Agency Transportation Development Act Claim for LTF & STAF for 2018/19, seconded by Commissioner Parker. All ayes; motion carried.

- f. Consider adoption of Resolution 18-08 LTF and STAF Allocation Instructions.

Motion by Commissioner Ray to adopt Resolution 18-08 LTF and STAF Allocation Instructions for 2018/19, seconded by Commissioner Parker.

## 6. Agency Updates and Project Reports

### a. Alturas Public Works Dept. – City Streets

Joe Picotte, City of Alturas Public Works Director, presented the following information:

- The Central Business District Pedestrian Improvement State Transportation Improvement Program (STIP) project (PPNO 2534) will go out for bid soon.
- The STIP Juniper and Oak Street (PPNO 2535) project went out to bid in May and was awarded to Eagle Peak Rock and Pavement. Work is estimated to begin within three weeks.
- A kick-off meeting was held regarding the project to complete the infrastructure for the new hospital; the project was awarded to a local contractor. The first phase of the project is to construct Nagle Street from 8<sup>th</sup> Street to highway 299; this phase is scheduled to start within two weeks and is anticipated to finish in October.
- CHP will place their electronic radar feedback unit before the overcrossing on northbound US 395, prior to traffic entering Alturas. CHP will also place the unit at entrances to the communities around the County this summer as part of their driver awareness program.

- The manhole cover/lid that Caltrans purchased for the manhole near W North Street on Main, was not the correct size. Caltrans has tack-welded the cover as a temporary repair; later this summer a new manhole collar and cover/lid will be placed.
- The City has received a planning application, from a developer proposing, to construct a storage facility west of Holiday Market.

**b. Modoc County Road Department – County Roads**

Mitch Crosby, Modoc County Road Commissioner, presented the following information:

- Update on the Federal Lands Access Program (FLAP) Blue Lake project (improvements on the road to Blue Lake - CR 64): Federal Highway Administration (FHWA) has completed the scoping document with some changes. These changes include a full reclamation of the asphalt in place, as opposed to an overlay on the road accessing Blue Lake. This will produce a better end product that will last years. The U.S. Forest Service has applied for a partner grant to repair the USFS road; their project begins where the FLAP project ends and continues into and around to the Blue Lake campground. They hope to get the work completed in one summer, when construction begins. Crosby mentioned that the equipment necessary to complete this rehabilitation is so large, that it will require the closure of the road. They are considering opening the road periodically to allow access to public. This project is scheduled for construction in 2022.
- The Modoc County Road Department is in the process of selecting a consultant for construction management for a bridge replacement project; the consultant will be utilized for other bridge maintenance and repairs. The bid will go out in the Fall.

Chairman Dederick mentioned that the road leading to the boat ramp at West Valley is in need of repair. Crosby mentioned that a foreman and superintendant have gone up to look at it and discerned that it will need to be ground up as there is little asphalt left to repair.

**c. Caltrans District 2**

Sean Shepard, Caltrans District 2 Project Manager, reported the following:

- The Caldwell Bridge replacement project on SR 299, east of Canby, will begin next month. Also, nine miles of SR 299 will be rehabilitated from Caldwell Bridge east towards Alturas. Bids were advertised, opened and the approval process is progressing with the low bidder, Hat Creek Construction (bonds, certs, etc). Shepard noted that there will be a full two-lane detour provided while the bridge is being replaced to reduce traffic concerns.
- Other projects forthcoming in the next year include the Butte and Ash bridge replacements on either end of town in Adin on SR 299. This project is approaching the final stages of design; construction is anticipated the summer of 2019.
- Planning and environmental clearance phases have begun for a project that encompasses multiple culverts on State Route 139. This project will address the maintenance issues and rehabilitation of those culverts in the next few years.
- Between Bieber and Adin, on SR 299, a deep highway repair will be undertaken. Environmental clearance is anticipated later this year. This project is in Modoc and Lassen counties.

Aaron Casas, Caltrans District 2 Regional Planning Liaison, reported the following information:

- Secret Valley Rest Area - Tom March, Caltrans, reported the epoxy had been reapplied to the floors and inspections are being performed on a daily basis.
- SR 299 at Wagon Wheel and Les Schwab culvert fixes are assigned to Eric Akana. Casas indicated that Akana is working on acquiring a day-labor contractor and the repair should be done in August.
- Casas has not received any new information regarding US 395 Northbound entering Alturas. Director Pedersen commented that she had been in contact with Don Andersen regarding the relocation of the advance speed warning signs and also what the State standards are for acquiring a permanent radar feedback sign.
- Main Street manhole cover - the new lid for the Main Street manhole cover was received, but as Joe Picotte had reported earlier, the lid does not fit the manhole and will be tack-welded until a replacement is received.

**d. Modoc County Transportation Commission**

- Debbie Pedersen, Executive Director, reported that she attended the Deal East meeting with Jim Wills in Lassen County on April 20, 2018. It was a small, productive group. The District Director provided information regarding the District 2 State highway projects for the upcoming construction seasons. All State Routes leaving Modoc have some type of construction planned this season; Pedersen reminded all of the Caltrans Quick Maps online. Quick Maps displays all scheduled road closures and construction stops. She continued that there was some information provided regarding the SB1 Local Streets and Roads fund estimates for all the cities and counties in the District. In addition each area highlighted areas or items that needed attention; MCTC discussed the Secret Valley Rest Area issues and the US 395 approach to the City of Alturas. She noted that the MCTC would like to continue attending these meetings.
- Pedersen presented a follow up to the March 29, 2018, Caltrans Coordination meeting stating that many of the items covered at the meeting have been discussed at this meeting. In addition, Commissioner Wills asked about the deer crossing State Route 139 near Dry Lake Ranch and Department of Fish and Wildlife concerns. Staff has requested information from Caltrans on this outstanding item.
- Niki Lemke, Chief Fiscal Officer, mentioned that on June 26 and 27, 2018, Singleton and Auman will arrive to conduct the first visit for the fiscal audits. They plan to return in August to complete them. The Triennial Performance Audits will be conducted by Monica Derner; they are anticipated to begin late July or early August.

**7. Staff Update and Calendar**

**Calendar** – Ongoing and upcoming events

07/02/18 Modoc TAC meeting 1:00 p.m. – Sage Stage Conference Room

07/04/18 Independence Day holiday – Office closed; no bus service

- 8. Motion to Adjourn** – by Commissioner Ray at 1:50 p.m.; seconded by Commissioner Cavasso. All ayes, motion carried. The next regular meeting will be Tuesday, August 7, 2018, at 1:30 p.m. in the Alturas City Council Chambers, 200 W. North Street, Alturas, CA.

Submitted by,

Jacque Dockery  
Office Assistant

DRAFT



**Modoc County Transportation Commission**  
**Transactions by Account**  
 As of June 30, 2018

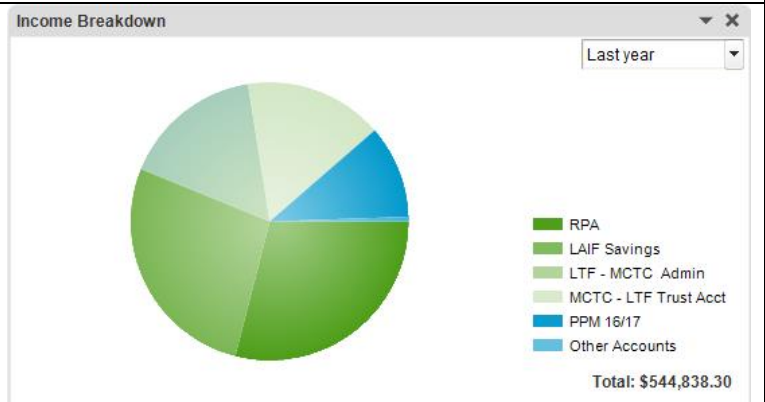
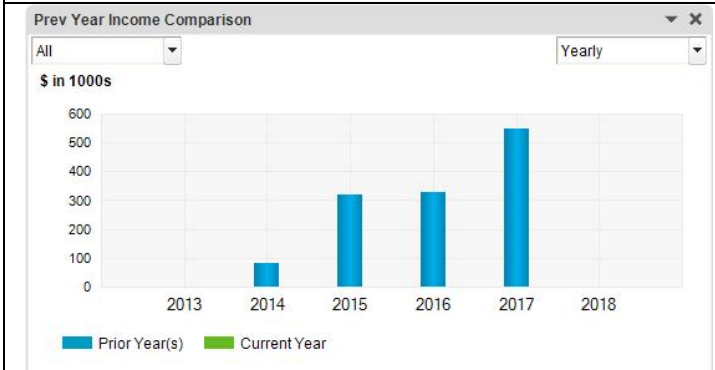
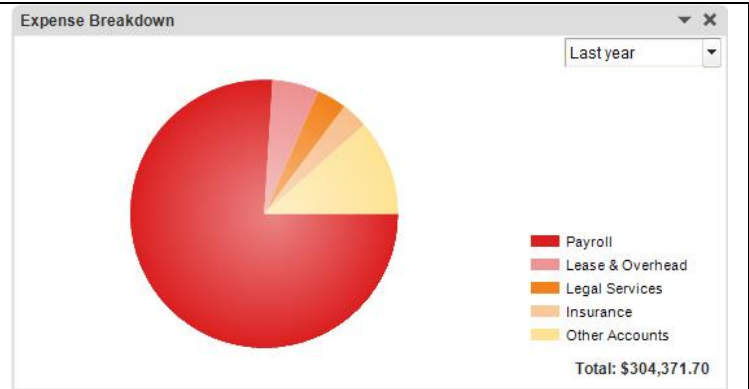
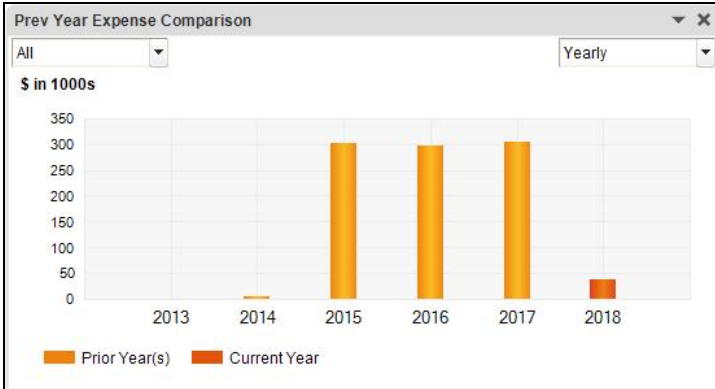
Date	Num	Name	Amount	Balance
<b>LAIF - 002 (Reserve \$300K)</b>				<b>302,804.48</b>
Total LAIF - 002 (Reserve \$300K)				302,804.48
<b>Plumas - Checking 0466</b>				<b>162,576.50</b>
<b>LTF Trust (MCTC)</b>				<b>70,698.03</b>
<b>County of Modoc (LTF)</b>				<b>0.00</b>
05/02/2018	ADJR9		23,400.00	23,400.00
Total County of Modoc (LTF)				23,400.00
<b>City of Alturas (LTF)</b>				<b>0.00</b>
05/02/2018	ADJR9		9,100.00	9,100.00
Total City of Alturas (LTF)				9,100.00
<b>LTF Trust (MCTC) - Other</b>				<b>70,698.03</b>
05/02/2018	ADJR9		-32,500.00	38,198.03
05/08/2018			11,900.00	50,098.03
06/07/2018			20,613.80	70,711.83
Total LTF Trust (MCTC) - Other				13.80
Total LTF Trust (MCTC)				32,513.80
<b>Plumas - Checking 0466 - Other</b>				<b>91,878.47</b>
05/07/2018	43022	RackSpace Email	-12.00	91,866.47
05/10/2018	1457	PARS	-600.00	91,266.47
05/16/2018	1456	Golden State Risk Management Authority	-1,144.74	90,121.73
05/16/2018	1458	Sloan Sakai Yeung & Wong LLP	-889.55	89,232.18
05/16/2018	1459	John Dederick	-200.00	89,032.18
05/17/2018		RPA	56,244.00	145,276.18
05/21/2018	52118	Aflac	-441.51	144,834.67
05/24/2018	1460	US Bank PARS Account #6746022500	-2,544.56	142,290.11
05/24/2018	1461	Edward Jones	-642.28	141,647.83
05/24/2018	53118	Intuit	-6.00	141,641.83
05/24/2018	53119	EDD	-1,339.41	140,302.42
05/24/2018	53120	IRS (eftps.gov)	-4,495.54	135,806.88
05/30/2018		QuickBooks Payroll Service	-13,062.99	122,743.89
05/31/2018	53121	Imbach, Cindy J	0.00	122,743.89
05/31/2018	53122	Lemke, Nicole L.	0.00	122,743.89
05/31/2018	53123	Pedersen, Deborah	0.00	122,743.89
05/31/2018		Interest	8.06	122,751.95
06/04/2018	60418	RackSpace Email	-12.00	122,739.95
06/05/2018	1462	Modoc County Record	-48.00	122,691.95
06/05/2018	1463	Bobby Ray	-150.00	122,541.95
06/05/2018	1464	Danny Parker	-150.00	122,391.95
06/05/2018	1465	Elizabeth Cavasso	-150.00	122,241.95
06/05/2018	1466	John Dederick	-200.00	122,041.95
06/05/2018	1467	Kathie Rhoads	-150.00	121,891.95
06/12/2018	61218	Aflac	-441.51	121,450.44

**Modoc County Transportation Commission**  
**Transactions by Account**  
 As of June 30, 2018

Date	Num	Name	Amount	Balance
06/13/2018	1469	PARS	-600.00	120,850.44
06/15/2018	1468	Golden State Risk Management Authority	-1,144.74	119,705.70
06/20/2018	62818	EDD	-1,339.40	118,366.30
06/20/2018	62819	IRS (eftps.gov)	-4,495.52	113,870.78
06/25/2018		Modoc Transportation Agency	29,077.03	142,947.81
06/25/2018		RSTP 17/18 (Def Rev)	26,690.00	169,637.81
06/28/2018		QuickBooks Payroll Service	-13,063.01	156,574.80
06/28/2018	062818	Intuit	-6.00	156,568.80
06/28/2018	1471	Edward Jones	-642.28	155,926.52
06/28/2018	1472	US Bank PARS Account #6746022500	-2,544.56	153,381.96
06/29/2018		Imbach, Cindy J	0.00	153,381.96
06/29/2018		Lemke, Nicole L.	0.00	153,381.96
06/29/2018		Pedersen, Deborah	0.00	153,381.96
06/30/2018	1470	Modoc Transportation Agency	-4,282.35	149,099.61
06/30/2018		Interest	9.34	149,108.95
06/30/2018		MCTC - LTF	23,575.32	172,684.27
Total Plumas - Checking 0466 - Other			80,805.80	172,684.27
Total Plumas - Checking 0466			113,319.60	275,896.10
<b>TOTAL</b>			<b>113,319.60</b>	<b>578,700.58</b>

# Modoc County Transportation Commission

## Company Snapshots (As of 07-30-18)



<b>Report to Modoc County Transportation Commission</b>	
Subject	Meeting Date
<b>Regular Business</b>	<b>August 7, 2018</b>
Presented by	Agenda Item
<b>MCTC Staff</b>	<b>5</b>

**ATTACHMENTS** – shown in **bold** below

1. Consider update to the **Modoc County Transportation Commission Human Resources Policy and Procedure 403. Alcohol-Free and Drug-Free Workplace.**  
MCTC's legal counsel recommended modifying the MCTC policy related to drugs/alcohol to clarify that the policy includes the recreational use of marijuana. This is in response to California law changes regarding marijuana.
  
2. Progress/update on the Fiscal Year 2017/18 Audits  
Singleton Auman began the audits with their visit on June 26-27, 2018; they are scheduled to return to the office August 23-24, 2018. Draft fiscal audits are anticipated early October.
  
3. Update on the Triennial Performance Audits (Fiscal Years 2015/16, 16/17, and 17/18).  
The Triennial Performance Audit is completed each 3 years and reviews compliance with the Transportation Development Act provisions for the transit operations and administration functions. This audit was awarded to Monica Derner; she began the background data for the audit mid July.

### **403. ALCOHOL-FREE AND DRUG-FREE WORKPLACE POLICY**

#### **POLICY**

The MCTC recognizes that the use of drugs or alcohol in the workplace can create health and safety problems for employees and the public they serve. Therefore, it is the MCTC's policy that:

1. Alcohol intoxication or the unlawful manufacture, unlawful distribution, unlawful dispensing, unlawful possession or unlawful use of any controlled substance, **including marijuana**, is prohibited in the workplace while on duty.
2. Each MCTC employee will be notified that as a condition of employment the employee is required to:
  - A. Abide by this policy; and
  - B. Notify the MCTC of any criminal drug or alcohol statute conviction (including a plea of nolo contendere) for a violation that occurred in the workplace while on duty, no later than five days after such conviction.
3. The MCTC will take one or both of the following actions within 30 days of receiving notice of an employee being alcohol- or drug-impaired on the job or of the employee's conviction of an alcohol- or drug-related offense described in Paragraph 2B:
  - A. Require the employee to participate in an alcohol or drug abuse rehabilitation program approved by a federal, state, or local health or law enforcement or MCTC; and
  - B. Take appropriate personnel action against the employee consistent with these Personnel Rules and relevant MOU.
4. The focus of this policy is substance abuse prevention through educating employees about the dangers of alcohol and drug abuse and encouraging rehabilitation of those employees who have such problems. However, this policy does not preclude taking disciplinary action when appropriate. The decision whether to take disciplinary action will be made on a case-by-case basis.
5. The MCTC shall conduct drug/alcohol abuse awareness programs that inform employees about the dangers of drug and alcohol abuse in the workplace, the availability of drug and alcohol counseling and rehabilitation programs, the MCTC's policy of maintaining a drug-free and alcohol-free workplace, and the penalties that may be imposed upon employees for alcohol or drug violations.
6. The MCTC, through its drug/alcohol abuse awareness program and/or Employee Assistance Program (EAP), shall provide referral to substance abuse counseling services or educational services as appropriate.
7. An MCTC employee shall be subject to drug and alcohol testing during working hours upon the executive director or authorized designee's determination that there is reasonable suspicion that the employee is currently impaired due to the use of drugs or alcohol.

8. "Reasonable suspicion" is a belief based on objective facts and reasonable inferences drawn from those facts sufficient to lead a reasonably prudent person to suspect that an employee is under the influence of drugs or alcohol so that the employee's ability to perform the functions of the job is impaired or the employee's ability to perform the job safely is reduced. Any of the following, alone or in combination, may give rise to reasonable suspicion that the employee is currently under the influence of alcohol or a drug and is impaired:
  - A. Slurred or excessively rapid speech;
  - B. Alcohol odor on breath or clothing;
  - C. Unsteady standing, walking or movement;
  - D. Pupils dilated or constricted or difficulty focusing eyes;
  - E. An accident involving MCTC property or equipment;
  - F. A physical altercation;
  - G. A verbal altercation; provided, however, such altercation shall not, by itself, be considered a basis for reasonable suspicion;
  - H. A pattern of unusual behavior, such as hyperactivity, mood swings, hostility, absentmindedness, lethargy or withdrawal;
  - I. Ingestion of alcohol, **marijuana** or an illegal drug while on MCTC premises or while on duty;
  - J. Possession of alcohol, an open container, **marijuana**, illegal drugs or drug paraphernalia;
  - K. Substandard work performance, including increased errors or absenteeism, a decrease in quantity or quality of work performed, or deterioration of work relationships; provided, however, that substandard work performance shall not, by itself, be considered a basis for reasonable suspicion; and/or
  - L. Information obtained from a reliable person with direct personal knowledge.
9. The MCTC shall abide by the requirements of the Drug-Free Workplace Act of 1988.
10. This policy shall be applied without bias or prejudice.
11. Each MCTC employee will receive a copy of this policy.

<b>Report to Modoc County Transportation Commission</b>	
Subject <b>Agency Updates and Project Status Reports</b>	Meeting Date <b>August 7, 2018</b>
Presented by <b>Each Respective Agency</b>	Agenda Item <b>6</b>

**a. Alturas Public Works Dept. - City Streets**

**Joe Picotte**

- Central Business District Pedestrian Improvement STIP project (PPNO 2534) - nearing construction
- Juniper and Oak Street (PPNO 2535) - In construction
- Projects planned for 2018

**b. Modoc County Road Dept. - County Roads**

**Mitch Crosby**

- Projects planned for 2018
- Blue Lake Federal Lands Access Program project

**c. Caltrans District 2 – Regional Planning Liaison**

**Aaron Casas**

- Secret Valley Rest Area
- SR 299 at Wagon wheel and Les Schwab
- US 395 Northbound entering Alturas
- Other information

**d. MCTC -**

- SR 299 at Nagle Street - Last Frontier Hospital District
- Beginning the 2019 Regional Transportation Plan update - undertaken by MCTC staff
- Interest to copartner (City and MCTC) a "Main Street" design/development committee.
- GSRMA - Award for reaching accreditation status = reduction of insurance costs
- Contract Employee negotiations - contracts expire 7/1/2019 (Imbach, Lemke, Pedersen)

## **Report to Modoc County Transportation Commission**

Subject <b>Staff Update and Calendar</b>	Meeting Date <b>August 7, 2018</b>
Presented by <b>Debbie Pedersen, Executive Director</b>	Agenda Item <b>7</b>

Ongoing and upcoming events

### **Calendar – consider future dates and events of interest:**

07/04/18 Independence Day holiday - Office closed; no bus service  
07/16/18 Modoc TAC meeting - Sage Stage Conference Room  
08/07/18 MCTC and MTA Meetings