

**TRINITY COUNTY
BOARD OF SUPERVISORS
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA**

**MEETING MINUTES
January 21, 2025**

**Chairman
Supervisor Liam Gogan - District 3**

**Vice-Chairman
Supervisor Heidi Carpenter-Harris - District 4**

**Supervisor Ric Leutwyler - District 1
Supervisor Jill Cox - District 2
Supervisor Julie Brownfield - District 5**

**Trent Tuthill - County Administrative Officer
Margaret E. Long - County Counsel
Leah Adams - Deputy Clerk of the Board**

ZOOM INFORMATION

This meeting was conducted with a zoom option.

MEETING CALLED TO ORDER AT 9:00 AM

PLEDGE OF ALLEGIANCE WAS LED BY SUPERVIROR COX

A. PRESENTATIONS

- A.1. County Administrative Office - Recognized Director of Transportation, Panos Kokkas for his selection as the County Engineers Association of California's 2024 Engineer of the Year.

Received comments from County Administrative Officer Trent Tuthill and Director of Transportation Panos Kokkas.

- A.2. Health and Human Services - CWS - Adopted a proclamation which recognizes January 2025 as Human Trafficking Prevention Month.

Received comments from Director of Health and Human Services Liz Hamilton and Social Worker Supervisor II Ashley Johnson.

Motion: Leutwyler **Second:** Gogan **Carried**
Ayes: Gogan, Leutwyler, Brownfield, and Carpenter-Harris

- A.3. Board of Supervisors - Received a presentation from Dana Hauser and Brian Applegarth regarding the Hayfork Chamber of Commerce Cannabis Tourism Strategy.

B. PUBLIC COMMENT

Received comments from Ben Kellogg and Dan Frasier.

C. REPORTS/ANNOUNCEMENTS

- C.1. Did not receive reports from Department Heads
- C.2. Received a report from County Administrative Officer Trent Tuthill
- C.3. Received reports from Members of the Board of Supervisors
- C.4. Received a report from the following Ad Hoc
- Homeless Encampment

D. CONSENT CALENDAR

- D.1. Board of Supervisors - Appointed Jenny Milsap to the Trinity County Fair Board as District 5 representative to serve a term concurrent with the District 5 Supervisor.

Motion: Leutwyler **Second:** Cox **Carried**
Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.2. Board of Supervisors - Authorized the Chairman to sign a letter of support for Siskiyou County's 2025-2026 Sustainable Transportation Planning Grant Program.

Motion: Leutwyler **Second:** Cox **Carried**
Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.3. Clerk of the Board - Adopted Resolution Number 2025-003 authorizing signatures on all Federal contracts and other necessary documents of financial transactions and adopted Resolution Number 2025-004 authorizing

signatures on all State contracts and other necessary documents of financial transactions.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.4. Clerk of the Board - Approved the regular meeting minutes of the Board of Supervisors for January 7, 2025.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.5. Community Development - Natural Resources - Authorized the Chairman to sign a letter to US Bureau of Reclamation asking for updated temperature targets to be used for the ongoing Reconsultation for the Trinity River Division, and to update the Local Alternative presented by Trinity County to use same targets.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.6. Human Resources - Pursuant to Trinity County Code Section 2.60.410(A), authorized the transfer of employee number 03289 to an Employment and Training Worker I - MSS at Range H134, Step D in the Health and Human Services Department, effective January 1, 2025.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.7. Probation - Approved an agreement with Tuolumne County to provide housing for Juveniles at the Mother Lode Regional Juvenile Detention Facility.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.8. Sheriff - Approved amendment number 2 to the agreement with Meyer's Police Canine, updating exhibit A to provide canine and handler training.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

- D.9. Transportation - Awarded to Valley Pacific Petroleum Services the contract to supply Schedule II fuel for the Department of Transportation (DOT) South County facilities for the period of January 21, 2025 through December 31, 2025, and authorized the Director of Transportation to sign any amendments to the agreement.

Motion: Leutwyler **Second:** Cox **Carried**

Ayes: Cox, Leutwyler, Brownfield, Carpenter-Harris and Gogan

E. COUNTY MATTERS

- E.1. Board of Supervisors - Discussed appointing Supervisor Brownfield's selection for Planning Commissioner and appointed Daniel R. Harper to the Planning Commission as District 5 Representative to serve a term concurrent with the District 5 Supervisor.

Motion: Cox **Second:** Gogan **Carried**

Ayes: Gogan, Cox, Leutwyler, Brownfield and Carpenter-Harris

- E.2. County Administrative Office - Discussed adopting the proposed bylaws for the newly established Tourism Development Advisory Board.

Received comments from County Administrative Officer Trent Tuthill, Dana Hauser, Catherine Sidman and Adrian Keys.

Motion by Supervisor Carpenter-Harris, second by Supervisor Gogan to adopt the bylaws as presented failed due to the passage of a subsequent motion.

Motion: Carpenter-Harris **Second:** Gogan **Failed due to passage of a subsequent motion.**

Adopted bylaws for the newly established Tourism Development Advisory Board (TDAB) changing any reference to Robert's Rules of Order to Rosenberg's Rules of Order and revising TDAB shall: letter f to read "Review and make recommendations regarding the allocation of any general fund dollars the BOS may assign to tourism development."

Motion: Cox **Second:** Leutwyler **Carried**

Ayes: Leutwyler, Cox, Brownfield, Carpenter-Harris and Gogan

- E.3. Clerk of the Board - Chairman Gogan appointed supervisors to represent the county on various boards, commissions, committees and task forces for 2025 as shown on the attached appointment list

Received comment from Senior Financial Analyst Suzie Hawkins and Transportation Planner Sarah Saad.

- E.4. County Administrative Office - Adopted Resolution Number 2025-005 delegating certain signature and approval authorities to the County Administrative Officer.

Received comments from County Administrative Officer Trent Tuthill.

Motion: Gogan **Second:** Cox **Carried**

Ayes: Cox, Gogan, Leutwyler, Brownfield and Carpenter-Harris

- E.5. County Administrative Office - Discussed providing direction to staff to continue gathering information regarding a potential ballot measure for an additional use and transactions (sales) tax in Trinity County on the June 2026 or November 2026 ballot.

Received comment from County Administrative Officer Trent Tuthill, Friends of the Library President Barbara Jelich, Ben Kellogg and County Counsel Margaret Long.

Directed staff to continue exploring the potential 1% sales tax ballot measure, including the potential hiring of a consultant to assist with the planning, community education and timing of the ballot measure. Also directed staff to identify financial aspects of the task that could be funded with one-time public funds.

- E.6. County Administrative Office - Received a mid-year budget review from County Administrative Officer Trent Tuthill and Senior Financial Analyst Suzie Hawkins for FY 24/25 and authorized the CAO and Auditor/Controller to sign the budget adjustments necessary to provide contingency in the amount of \$89,878 to Risk Management - Dept 1890.

Motion: Leutwyler **Second:** Gogan **Carried**

Ayes: Gogan, Leutwyler, Cox, Brownfield and Carpenter-Harris

ADJOURN

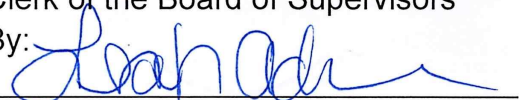
TRINITY COUNTY Board of Supervisors



Liam Gogan, Chairman
Board of Supervisors,
County of Trinity
State of California

Attest:
Trent Tuthill
Clerk of the Board of Supervisors

By:



Deputy