

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

**MEETING MINUTES**  
**April 1, 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 Julia Brownfield - District 5**

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

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**ZOOM INFORMATION**

This meeting was conducted with a zoom option

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**MEETING WAS CALLED TO ORDER AT 9:00 AM**

**PLEDGE OF ALLEGIANCE WAS LED BY SUPERVISOR CARPENTER-HARRIS**

**A. PRESENTATIONS**

A.1. County Administrative Office - Received a presentation from Barbara Hayes on the Golden State Connect Authority Last Mile Round 2 Federal Funding Account application on behalf of Trinity County.

A.2. County Administrative Office - Received an update from USFS Shasta-Trinity National Forest District Ranger Tara Jones regarding matters of interest in Trinity County.

A.3. Health and Human Services - CWS - Adopted a proclamation of appreciation which recognizes April 2025 as Child Abuse Prevention Month.

Received comments from Director of Health and Human Services Agency Liz Hamilton.

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

## **B. PUBLIC COMMENT**

Received comments from Ben Kellogg, Veronica Kelly-Albiez and Adrian Keys.

## **C. REPORTS/ANNOUNCEMENTS**

C.1. Received a report from Sheriff Tim Saxon

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 - Authorized the Chairman to sign a letter opposing Assembly Bill 470 - Telephone Corporations: Carriers of Last Resort.

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

D.2. Board of Supervisors - Authorized the Chairman to sign a letter of support for Assembly Bill 632, which proposes amendments to Section 53069.4 of the Government Code.

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

D.3. Community Development - Environmental Health - Authorized the Chairman to sign a letter of support for Assembly Bill 993, Hazardous materials management: Rural CUPA Reimbursement Account.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.4. Health and Human Services- Admin - Adopted Resolution Number 2025-015 which removed from the Health and Human Services Agency's Capital Asset Inventory Listing:

Asset ID #13483, 2016 Ford Fusion (VIN: 3FA6P0T98GR233222)

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.5. Health and Human Services - Behavioral Health Services - Approved amendment number 1 to the agreement with US Telepacific Corp dba TPX Communications, increasing the maximum cost to \$15,000.00 per fiscal year to provide VOIP phone and electronic fax services.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.6. Health and Human Services - Behavioral Health Services - Reappointed Heather Duckett to the Behavioral Health Services Board to serve a 3-year term expiring September 15, 2027.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.7. Health and Human Services- Employment Services - Approved an agreement with Emergency Solutions Grant (ESG) Sub-Recipient Agreement between Glenn County Community Action Department to provide rapid re-housing services to Trinity County residents experiencing homelessness; and authorize the County Administrative Officer to sign the agreement.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.8. Health and Human Services - Public Health - Approved an agreement with Shannon Wills, LVN to provide medical services at the Trinity County Detention Facility and Trinity County Juvenile Detention Facility.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

- D.9. Health and Human Services - Public Health - Approved amendment number 1 to the agreement with Matthew Butler, P. A., updating exhibit A and updating the Department responsible for the agreement to act as a medical provider at the Trinity County Detention Facility and Trinity County Juvenile Detention Facility.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.10. Health and Human Services - Public Health - Approved amendment number 2 to the agreement with Donald Krouse, M. D., updating exhibit A and updating the Department responsible for the agreement, to act as a medical provider at the Trinity County Detention Facility and Trinity County Juvenile Detention Facility.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.11. Human Resources - Approved the job description, set the salary range, added to the alphabetical listing of classifications, and allocated a flexibly staffed position to the Department of Transportation a Road Maintenance Worker III - Special Projects at range T214; and approved a side letter agreement with the Skilled Trades Unit to add Road Maintenance Worker III - Special Projects as a recognized classification.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.12. Health and Human Services - Public Health - Approved amendment number 2 to the agreement with EMSsystems LLC replacing Schedule 2 to provide system access and services.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.13. Health and Human Services - Public Health - Approved amendment number 2 to the agreement with Michael Novak, P. A. updating exhibit A and updating the Department responsible for the agreement, act as a medical provider at the Trinity County Detention Facility and Trinity County Juvenile Detention Facility.

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.14. Sheriff - Adopted Resolution Number 2025-016 which removed the following items from the Sheriff's Capital Asset Inventory Listing:

Asset ID #12554, 2000 Crown Victoria, (VIN #2FAFP71WY2X104042);

Asset ID #12612, 2000 Ford F-250 (VIN #1FTNX21S8YEC95036);

Asset ID #13348, 2013 Chevy Tahoe K9 (VIN #1GNSK3E01DR140526);

Asset ID #13381, 2013 Chevy Tahoe (VIN #1GNSK2E05DR343807); and

Asset ID #13463, 2015 Chevy Tahoe K9 (VIN #1GNSK2KC5FR709556)

**Motion:** Cox      **Second:** Brownfield      **Carried**

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

D.15. Solid Waste - Approved a budget adjustment for FY 24/25 for Solid Waste - Dept 9500 increasing Fixed Assets by \$365.

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

- D.16. Solid Waste - Approved a budget adjustment for FY 24/25 for Solid Waste - Dept. 9500 increasing Revenues and Services & Supplies by \$189,243.

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

- D.17. Human Resources - Approved a revised job description and title changin the classification from Chief Information and Social Media Officer to Chief Information Officer/Director of Information Technology.

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

## **E. COUNTY MATTERS**

- E.1. Board of Supervisors - Approved Supervisor Carpenter-Harris' selection and appointed Duncan McIntosh as Planning Commissioner - District 4 to serve a term concurrent with District 4 Supervisor.

Received comments from Veronica Kelly-Albiez.

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

- E.2. Community Development - Cannabis – Discussed the introducing and waiving the reading of an ordinance amending Trinity County Code Section 17.43 pertaining to Commercial Cannabis Cultivation Regulations and Section 17.32 pertaining to Use Permits.

Received comments from Cannabis Division Director Drew Plebani, Veronica Kelly-Albiez, Adrian Keys, Ben Kellogg, County Counsel Margaret Long and County Administrative Officer Trent Tuthill.

Motion by Supervisor Brownfield, second by Supervisor Gogan to introduce and waive the reading the ordinance as presented failed due to the passage of a subsequent item.

**Motion:** Brownfield      **Second:** Gogan      **Failed due to passage of a subsequent motion**

Motion by Supervisor Carpenter-Harris, second by Supervisor Gogan to continue the item for two weeks to allow staff to draft the changes discussed during the meeting failed due to the lack of a majority.

**Motion:** Carpenter-Harris    **Second:** Gogan    **Failed due to lack of a majority**

Ayes: Gogan and Carpenter-Harris

Nos: Leutwyler, Cox and Brownfield

Introduce and waived the reading of an ordinance amending Trinity County Code Section 17.43 pertaining to Commercial Cannabis Cultivation Regulations and Section 17.32 pertaining to Use Permits with the following amendments:

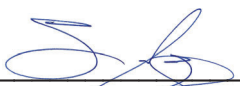
- Code Section 17.43.050(A)(8) – Change “residential structure” to “legal dwelling” and “Community Development Director” to “Planning Director”
- Code Section 17.43.051 – Change “residential structure” to “legal dwelling” and “Community Development Director” to “Planning Director”
- Code Section 17.43.051(A)(3) – Change “Legacy means sites developed for cannabis cultivation which exist at the time of or before the adoption of this ordinance” to read “Legacy means sites that are licensed, or have been licensed during the last six months, prior to the adoption of this ordinance.”
- Code Section 17.43.051(A)(6) – Change all three references to “legal residential structure” to “legal dwelling”

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

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

## ADJOURN

### TRINITY COUNTY Board of Supervisors

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

Attest:  
Trent Tuthill  
Clerk of the Board of Supervisors  
By:

  
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Deputy