

**TRINITY COUNTY
BOARD OF SUPERVISORS
TRINITY COUNTY LIBRARY
CONFERENCE ROOM
351 MAIN STREET
WEAVERVILLE, CA**

MEETING MINUTES

June 3, 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

Amanda Uhrhammer – Assistant County Counsel

Suzie Hawkins - 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 SUPERVISOR CARPENTER-HARRIS

A. PUBLIC COMMENT

Received comments from John, Adrian Keys, Steve Lions, Veronica Kelly-Albiez and Dana Hauser.

B. REPORTS/ANNOUNCEMENTS

B.1. Did not receive reports from Department Heads

B.2. Received a report from County Administrative Officer Trent Tuthill

B.3. Received reports from Members of the Board of Supervisors

B.4. Received a report from the following Ad Hoc:

- Homeless Encampment

C. CONSENT CALENDAR

C.1. Auditor/Controller - Adopted Resolution Number 2025-034 which removes from the Auditor's Office Capital Asset Inventory Listing the following assets:

- Asset ID 13353 - Bi-Tech Servers; and
- Asset ID 13639 - One Solution Software.

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

C.2. Auditor/Controller - Approved amendment number 9 to the agreement with Rodney Craig Goodman increasing the maximum cost to \$113,100.

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

C.3. Auditor/Controller - Approved establishing a new special revenue fund - Fund 211 for Opioid Settlement Funds.

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

C.4. Board of Supervisors - Authorized the Chairman to sign letters of support to Senator Padilla and Schiff regarding the Nonprofit Security Grant Program.

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

C.5. County Administrative Office - Approved amendment number 1 to the agreement with Caporusso Communications extending the term to June 30th, 2026 and increasing the maximum cost by \$60,000 to provide communications and public relations services to the county.

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

C.6. Health and Human Services- Admin - Approved an agreement with The Regents of The University of California, Davis to provide professional continuing education, training, and staff development.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.7. Health and Human Services - Public Health - Approved an agreement with Shasta Regional Medical Center to provide as needed imaging services for the Trinity County Detention Facility and Trinity County Juvenile Detention Facility.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.8. Human Resources - Approved a budget adjustment for FY 24/25 for OPEB - Dept. 6300 increasing Salary and Benefits by \$348,988.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.9. Human Resources - Approved a master memorandum of understanding with the Trinity County General Unit establishing salary and benefits effective February 1, 2025.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.10. Human Resources - Approved the job description for the County Clerk/Recorder/Assessor/Registrar of Voters.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.11. Human Resources - Approved the job description for the Human Resources Technician.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.12. Probation - Approved amendment number 1 to the agreement with Tuolumne County extending the term to June 30, 2028, and increasing the maximum cost to "not to exceed \$182,500 per fiscal year" to provide detention for Trinity County youth.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

- C.13. Probation - Approved an agreement with Shasta County Juvenile Rehabilitation Facility to provide detention on a space available basis.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

C.14. Probation - Approved an agreement with Tehama County Juvenile Detention Facility to provide detention on a space-available basis.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

C.15. Transportation - Adopted Resolution Number 2025-031 which authorizes federal funding under Federal Transit Administration Section 5311, 5311(f), and 5339(a) with Caltrans, and authorizes the Director of Transportation to execute and file all certification of assurances, agreements or any other document required.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

C.16. Transportation - Approved a budget adjustment for FY 24/25 for Transit - Dept. 3360 increasing Revenues by \$263,235 and Fixed Assets by \$299,235.

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

C.17. Trinity County Transportation Commission - Adopted Resolution Number 2025-032 which approves the definitions for "Unmet Transit Needs" and "Reasonable to Meet".

Motion: Leutwyler **Second:** Carpenter-Harris **Carried**

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

D. COUNTY MATTERS

D.1. Community Development - Building - Introduced and waived the reading of an ordinance creating Trinity County code section 15.26 regarding Movable Tiny Homes.

Received comments from Chief Building Official/Building Division Director Cody Smith.

Motion: Cox **Second:** Carpenter-Harris **Carried**

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

D.2. Community Development - Building - Waived the reading of and enacted Ordinance Number 1373 amending Trinity County Code Section 15.04, adding new definitions and building permit exemptions that conform to the California Building Code, including the exemption of agricultural structures, introduced May 20, 2025.

Received comments from Chief Building Official/Building Division Director Cody Smith.

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

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

- D.3. Human Resources - Adopted Resolution Number 2025-033 approving a salary schedule and alphabetical listing of classifications for Trinity County Employees Effective May 1, 2025.

Received comments from Director of Human Resources/Risk Manager Laila Cassis.

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

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

- D.4. Community Development - Environmental Health - Waived the reading of and enacted Ordinance Number 1374 amending Trinity County Code Section 2.64.050 pertaining to Trinity County Environmental Health California Unified Program Agency (CUPA) Fees, introduced May 20, 2025.

Received comments from Deputy Director of Community Development Ed Presley and Environmental Health Division Director Kristy Anderson.

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

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

- D.5. Community Development - Cannabis - Received an update from the Cannabis Division regarding various General Plan and Zoning Code topics.

Received comment from Cannabis Division Director Drew Plebani, County Administrative Officer Trent Tuthill, Lisa Wright, John Brower, Adrian Keys and Veronica Kelly-Albiez.

Gave direction to staff to bring cannabis code updates forward on a parallel track with the overall zoning code update so long as the updates are not strongly tied to land use/zoning until we are further along with the overall zoning code update.

- D.6. County Administrative Office - Introduced and waived the reading of an ordinance creating Trinity County code section 8.41 regarding Encampments on Public Property.

Received comments from County Administrative Officer Trent Tuthill, Veronica Kelly-Albiez, and Assistant County Counsel Amanda Uhrhammer.

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

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

D.7. County Administrative Office - Discussed potential county revenue options and directed staff to not move forward with any board-initiated tax increases, but support any community lead tax increases; and directed staff to continue working, on a parallel track, progress with the 1959 Act regarding the 50K acre feet of water allocated to “downstream” users; and the escalation factor used in the 1955 Trinity River Division Act.

Received comments from County Administrative Officer Trent Tuthill and Assistant County Counsel Amanda Uhrhammer.

E. CLOSED SESSION

E.1. Government Code Section 54954.5(f) - Labor Negotiations
County's Designated Representatives: Laila Cassis and Elizabeth Hamilton
Employee Organizations: IHSS.

Direction was given to staff.

E.2. Government Code Section 54956.95 - Liability Claim
Claimant: Seth Ruiz (Claim No. TIBY-600219)

Continued to June 17, 2025.

ADJOURN

TRINITY COUNTY Board of Supervisors



Heidi Carpenter-Harris,
Vice Chairman
Board of Supervisors,
County of Trinity
State of California

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



Deputy