

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

MEETING MINUTES

September 19, 2023

Chairman

Supervisor Jill Cox - District 2

Vice-Chairman

Supervisor Ric Leutwyler - District 1

Supervisor Liam Gogan - District 3

Supervisor Heidi Carpenter-Harris- District 4

Supervisor Dan Frasier - District 5

Trent Tuthill - County Administrative Officer

Margaret E. Long - County Counsel

Ashley Piker - Deputy Clerk of the Board

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ZOOM INFORMATION

This meeting was available via zoom.

Meeting called to order in open session at 9:00 AM

Pledge of Allegiance

Pledge led by Supervisor Frasier.

PRESENTATIONS

Clerk of the Board

- 1.1 Received a presentation from Local Childcare Planning Council Coordinator Anna Carson, Facilities Fiscal Analyst Jeff Morris, and LPC Council Member Naomi Goulette regarding Local Child Care/ Kids Count.
- 1.2 Received a presentation from the Watershed Research and Training Center Operations Manager Rachel Evans regarding their volunteer trash clean up day on September 23, 2023.

Public Comment

Received comments from Trinity Center Librarian Alicia Hazard, Jessica H via Alicia Hazard, Zeke Hazard, Clayton Hazard via Zeke Hazard, Wytte via Zeke Hazard, Quinn Hazard, Ruby via Quinn Hazard, Gery Pickering via Quinn Hazard, Michelle Canard, Summer Canard, Carol Fall via Summer Canard, Orian Canard, Wes Canard, Patrick Frost via Wes Canard, C. Laurance via Wes Canard, Sierra Canard, Adrian Keys, and Rhoda Cain.

REPORTS/ANNOUNCEMENTS

- 2.1
 - I. Received a report from Director of HHS Liz Hamilton.
 - II. Received a report from County Administrative Officer Trent Tuthill.
 - III. Received reports from Members of the Board of Supervisors.
 - IV. Received reports from Ad Hoc:
 - A. Trinity County Water
 - B. Cannabis Ordinance
 - C. Economic Development

CONSENT CALENDAR

Clerk of the Board

- 3.1 Approved the regular meeting minutes of March 7 and 21, 2023 and special meeting minutes of March 17, 2023 as submitted by the clerk.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 3.2 Adopted Resolution Number 2023-123 which supports the Trinity High School Homecoming Parade.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Health and Human Services

- 3.3 Approved an agreement with the California Office of Traffic Safety (OTS) to provide funding for the continued operation of Trinity County's Passenger Safety Program.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 3.4 Approved an agreement with Evident Change to provide digital monitoring services for Child Welfare client service delivery activities for five (5) years.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 3.5 Adopted Resolution Number 2023-124 which removes from Office of Emergency Services Capital Asset Inventory listing: Asset ID# 13542 and 13543, two (2) HazCat 2.0 Pro.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Planning and Zoning

- 3.6 *This item was pulled from consent calendar and considered separately.*

Approved amendment no. 2 to the agreement with SHN Consulting Engineers, Inc. extending the term to September 30, 2024 and updating exhibits A & B to provide staff support for processing land use projects and the County's Surface Mine and Reclamation Act (SMARA) program.

Received comments from Interim Deputy Director of Planning Ed Prestley, CAO Trent Tuthill, Adrian Keys, Rhoda Cain, and County Counsel Margaret Long.

Motion: Ric Leutwyler **Second:** Dan Frasier **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Transportation

- 3.7 Approved amendment no. 2 to the agreement with Quincy Engineering Inc. changing the name to Consor North America, Inc., adding the Phase 2 scope of work, increasing the total amount by \$169,588.16, and extending the term to December 31, 2025 for engineering services to replace the Middle Weaver Creek Bridge on Lorenz Road.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 3.8 Approved an agreement with Ford Aviation & Associates LLC to administer the grant writing, administration and coordination for FAA and Caltrans Division of Aeronautics requirements for Trinity County Airports.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

COUNTY MATTERS

Board of Supervisors

- 4.1 Adopted Resolution Number 2023-125 which approves Department of Transportation to plow the driveways of Trinity County Volunteer Fire Departments.

Motion: Ric Leutwyler **Second:** Liam Gogan **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 4.2 Introduced and waived the reading of an ordinance amending Trinity County Code Section 8.44.020 pertaining to Ewing Lake Recreation Area General Regulations changing subsection 020(A) from Trinity County Fire Department to Authority having Jurisdiction.

Receved comments from County Counsel Margaret Long.

Motion: Ric Leutwyler **Second:** Jill Cox **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Clerk of the Board

4.3 Selected the following proposals for the 45 day public comment period pursuant to Title III Secure Rural Schools and Community Self-Determination Act of 2000.

1. Downriver Volunteer Fire Department for a hydraulic rescue tool know as The Jaws of Life in the amount of \$15,000;
2. Hyampom Community Service District and Volunteer Fire Department for five (5) BKR5000 radios in the amount of \$11,823.75;
3. Trinity County Fire Safe Council for updating the 2025 Trinity County Community Wildfire Protection Plan, Firewise Education, Community Wildfire Protection Plan implementation and training in the amount of \$100,000;
4. Trinity County Search and Rescue for training and equipment needs in the amount of \$20,000;
5. Trinity Center Volunteer Fire Department for fuel reduction around the Trinity Knolls water storage tanks in the amount of \$8,000;
6. Trinity County Volunteer Fire Department for the purchase of two (2) radios in the amount of \$6,500;
7. Watershed Research and Training Center for the South Fork-South County Firewise community projects in the amount of \$66,087; and
8. Weaverville Fire Department for fuel reduction around homes improving defensible space in our local communities in the amount of \$60,000.

Received comments from CAO Trent Tuthill and Weaverville Fire Chief Corbett.

Motion: Ric Leutwyler **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

County Administrative Office

4.4 Adopted Policy Number 2023-02 entitled "Trinity County Seal / Logo" to authorize the County Administrative Officer to approve the use of the County Seal or Logo by non county entities and/or the public.

Received comments from CAO Trent Tuthill, Rhoda Cain, and County Counsel Margaret Long.

Motion: Ric Leutwyler **Second:** Liam Gogan **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Human Resources

Took the following action for the Building and Planning Department effective September 19, 2023.

1. Renamed the Building and Planning Department to Community Development Department.
2. Approved the job descriptions, set salary ranges, and added to the alphabetical listing of classifications : Deputy Director of Community Development Department at range M252, Building Official/Division Director at range M240, Cannabis Division Director at range M240, Environmental Health Division Director at range M240, Planning Division Director at range M240, Natural Resources Division Director at range M240, and Senior Building Inspector at range G216.
3. Approved amended job descriptions for Building Inspector I, Building Inspector II, Code Compliance Specialist I, Code Compliance Specialist II, Code Compliance Specialist Lead, Assistant Planner, Associate Planner, Environmental Health Technician I/II, Environmental Health Specialist I, Environmental Health Specialist II, and Environmental Health Specialist III.
4. Approved amended job description for the following classification, and modified the salary range for Senior Planner at range G216.
5. Modified the department's allocation list by:
 - Renaming the Building and Planning Department to Community Development Department;
 - Renaming the department's divisions to: Building Division, Cannabis Division, Environmental Health Division, Planning Division, and adding Natural Resources Division;
 - Replaced one (1) Deputy Director of Planning with one (1) Deputy Director of Community Development Department;
 - In the Building Division, added one (1) allocation of Building Official/Division Director and replaced one (1) Building Inspector III classification with one (1) Senior Building Inspector;
 - In the Cannabis Division, replaced one (1) Division Director classification with one (1) Cannabis Division Director Classification;
 - In the Environmental Health Division, replaced one (1) Environmental Health Director classification with one (1) Environmental Health Division Director;
 - In the Planning Department, added one (1) Planning Division Director allocation, and decreased one (1) allocation from Assistant Planner/Associate Planner/ Senior Planner allocations decreasing from three (3) to two (2);
 - In the Natural Resources Division, added the classification and one (1) Natural Resource Division Director;
 - Therefore, increasing their total department allocations from 30 to 32.
6. Pursuant to Trinity County Code Section 2.60.360, reclassified Employee ID No. 02212 from an Environmental Health Director to an Environmental Health Division Director at Step C; reclassified Employee ID No. 02244 from Building Inspector III to a Senior Building Inspector at Step E; reclassified Employee ID No. 03087 from Division Director to a Cannabis Division Director at Step B; and

7. Deleted the following classification from the Alphabetical Listing of Classifications: Deputy Director of Planning, Chief Building Inspector/Building Inspector IV, Division Director, Environmental Health Director, Building Inspector III and Principal Planner.

Motion: Ric Leutwyler **Second:** Liam Gogan **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

CLOSED SESSION

- 5.1 Government Code Section 54954.5(b) - Conference with Real Property Negotiators
Address: 430 Morgan Hill, Hayfork, CA
Agency Negotiator: Trent Tuthill and Margaret Long
Negotiating party: TBD
Under Negotiation: Price and Terms of Sale/Payment

No reportable action.

- 5.2 Government Code Section 54954.5(e) - Public Employee Evaluation: County Administrative Officer

Evaluation was held.

ADJOURN

TRINITY COUNTY BOARD OF SUPERVISORS



Jill Cox, Chairman
Board of Supervisors,
County of Trinity.
State of California

Attest:

Trent Tuthill
Clerk of the Board of Supervisors

By: 

Deputy