

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

**MEETING MINUTES**  
**September 16, 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 - ABSENT**  
**Supervisor Julia Brownfield - District 5**

**Trent Tuthill - County Administrative Officer**  
**Margaret E. Long - County Counsel**

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**ZOOM INFORMATION**

This meeting was conducted with a zoom option.

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**Meeting called to order at 9:01 AM**

Supervisor Carpenter-Harris arrived at 9:15 am

**PLEDGE OF ALLEGIANCE WAS LED BY SUPERVISOR LEUTWYLER**

**A. PRESENTATIONS**

- A.1. Clerk of the Board - Adopted a proclamation supporting Human Response Network's Candlelight Walk bringing Domestic Violence Awareness.

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

- A.2. County Administrative Office - Received a presentation and update by Executive Director of Initiatives for Cal Poly Humboldt Connie Stewart,

Program Manager Susan Bolton and Senior Director Bryan Court from the Redwood Coast Connect Broadband Consortium team on the USDA Rural Broadband Technical Assistance Grant.

## **B. PUBLIC COMMENT**

Received comments from Dan Harper, Lisa Wright and Ben Kellogg.

## **C. REPORTS/ANNOUNCEMENTS**

C.1. Received a report from Sherriff Tim Saxon.

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

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

## **D. CONSENT CALENDAR**

Received comments from Ben Kellogg, Dan Harper and Lisa Wright.

D.1. Auditor/Controller - Approved a budget adjustment for FY 24/25 for Auditor-Court Remittance - Dept 8467 increasing Revenues and Interfund Expenses by \$18,097.

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

D.2. County Administrative Office - Authorized the Chairman to sign a letter of Opposition to AB 339- Local public employee organizations: notice requirements.

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

D.3. Board of Supervisors - Authorized the Chairman to sign a Letter of Support for SB 448- The Trespassing Response & Remedies Act.

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

D.4. Clerk of the Board - Appointed Elizabeth Ritz as Council Member to the PSA2 Area Agency on Aging Advisory Council to serve a 4-year term.

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

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

- D.5. Clerk of the Board - Approved the regular meeting minutes of the Board of Supervisors for September 2, 2025.

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

- D.6. Clerk of the Board - Authorized the Chairman to sign a letter supporting Hayfork Elementary's 2025 Halloween Parade.

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

- D.7. Clerk of the Board - Authorized the Chairman to sign a letter supporting Hayfork High School's 2025 Homecoming Parade.

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

- D.8. Clerk of the Board - Authorized the Chairman to sign a letter supporting Trinity High School's 2025 Homecoming Parade.

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

- D.9. *This item was pulled from the Consent Calendar and considered separately*

County Administrative Office - Discussed approval of an agreement with Inseparable Solutions LLC to provide transitional planning and elections administration support.

Received comments from County Administrative Officer Trent Tuthill, John Hamilton, Ben Kellogg, Dan Harper and Lisa Wright.

Supervisor Brownfield's motion to table the item failed due to the lack of a second.

**Motion:** Brownfield    **Second:**    **Failed due to lack of second**

Approved an agreement with Inseparable Solutions LLC to provide transitional planning and elections administration support.

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

D.10. *This item was pulled from the Consent Calendar and considered separately*

Sheriff - Approved an agreement with Flock Group, INC. to provide Software and Hardware capable of capturing audio, video, image and recording data.

Received comments from Sherriff Tim Saxon, Ben Kellogg and Dan Harper.

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

D.11. Transportation - Approved an agreement with Kimley-Horn and Associates, Inc. to prepare a Pavement Maintenance Management Plan (PMMP) for Trinity Center Airport (O86).

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

D.12. Transportation - Approved an agreement with MGE Engineering Inc to design a replacement bridge for Ripple Creek on Eagle Creek Loop Road.

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

D.13. Transportation - Authorized the CAO or Director of Transportation to award the contract for Ruth Zenia road hazard tree removal to the lowest / qualified bidder and sign all contractual documents.

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

D.14. Trinity County Transportation Commission - Adopted Resolution Number 2025-073 which approved the State of Good Repair Program Project List for FY 2025/26.

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

## **E. COUNTY MATTERS**

E.1. Community Development - Planning - Approved a budget adjustment for FY 24/25 for Planning - Dept 2800 increasing Revenues by \$1,137 and Services & Supplies by \$1,482; and approved a budget adjustment for FY 24/25 for General Fund Contingency - Dept 9901 decreasing Appropriations for Contingency by \$345.

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

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

Absent: Cox

## **F. CLOSED SESSION**

F.1. Government Code Section 54954.5(e) - Public Employee

Appointment: County Clerk/Recorder/Assessor/Registrar of Voters

Direction was given to staff.

F.2. Government Code Section 54954.5(e) - Threat to Public Services or Facilities

Consultation with: County Counsel and Sheriff

Direction was given to staff.

## **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:

Deputy

  
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Shan Brigman