

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

**MEETING AGENDA
November 18, 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**

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

[Join Zoom Meeting](#)

Meeting ID: 595 007 2851

Passcode: 267684

Dial In:

1 (669) 900-6833

Phone Commands: *6 Mute/Unmute; *9 Raise Hand

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

Just a reminder that the chat feature is not the appropriate forum to ask questions or provide comments. This chat should only be used to notify us of technical issues. No response will be given in acknowledgment or otherwise via the Zoom chat.

Public Comment given via Zoom can only be done audibly (not via chat), and you must either "Raise Your Hand" or use the chat to request your turn.

9:00 AM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

A. PRESENTATIONS

- A.1. Board of Supervisors - Receive a presentation from Two Six Digital Senior Director of Strategy & Education Brian V. Matson regarding Tourism in Trinity County.

No fiscal impact.

- A.2. Clerk of the Board - Receive a presentation from Shasta-Cascade Small Business Development Center regarding small business services available at no cost to Trinity County businesses.

No fiscal impact.

B. PUBLIC COMMENT

This time is for information from the public on matters not appearing on this agenda or within the Consent Calendar. All comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. When addressing the Board please state your name for the record and address the Board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda, however, the Chair may refer the subject matter to the appropriate department for follow-up or schedule the matter on a subsequent Board Agenda.

C. REPORTS/ANNOUNCEMENTS

C.1. Report from Department Heads

C.2. Report from County Administrative Officer

C.3. Reports from Members of the Board of Supervisors

D. CONSENT CALENDAR

These items include routine, non-controversial matters and will be acted upon by the Board by one, roll-call motion. If a member of the public has any questions or comments on an item on the consent calendar, they may provide them now. A member of the Board or Staff may request an item be pulled and considered separately.

D.1. Auditor/Controller - Adopt a resolution which establishes Trinity County's Appropriation Limit for Fiscal Year 2025/26.

No fiscal impact.

D.2. Board of Supervisors - Authorize the Chairman to sign a letter of support regarding the Weaverville Chamber of Commerces First Annual Parade of Lights.

No fiscal impact.

D.3. Clerk of the Board - Adopt a proclamation recognizing November 17–21, 2025 as California Clerk of the Board of Supervisors Week.

No fiscal impact.

D.4. Clerk of the Board - Appoint the following individuals to the Airport Advisory Committee (AAC) :

- Erik Anderson as the representative for District 1 to serve a term concurrent with that of Supervisor Ric Leutwyler; and
- Glen Bjorkman as the representative for District 4 to serve a term concurrent with that of Supervisor Heidi Carpenter-Harris; and
- David Laffranchini as the representative for District 5 to serve a term concurrent with that of Supervisor Julia Brownfield.

No fiscal impact.

D.5. Clerk of the Board - Approve regular meeting minutes for November 4, 2025.

No fiscal impact.

D.6. Community Development - Cannabis - Approve a budget adjustment for

FY24/25 for Cannabis Equity - Dept 7239 increasing Intrafund Expenses by \$138,593.

No impact to the General Fund.

- D.7. Community Development - Environmental Health - Authorize the Environmental Health Division Director to reduce certain CUPA Program Fees by the applicable state surcharge reduction effective November 1, 2025 through February 1, 2026.

No fiscal impact.

- D.8. Health and Human Services - Behavioral Health Services - Approve amendment number two (2) to the agreement with CA Hearing Officers, extending the term to June 30, 2028, and revising the maximum cost to be \$43,000 per fiscal year, to provide Certification Hearings pursuant to Welfare and Institutions Code Section 5250.

No impact to the General Fund; \$43,000 per fiscal year from Behavioral Health funds.

- D.9. Health and Human Services - Public Health - Approve a budget adjustment for FY 25/26 for Public Health Emergency Response (PHER) - Dept. 8545 increasing Revenues and Interfund Expenses by \$19,088; and approve a budget adjustment for FY 25/26 for Welfare Department - Dept. 5000 increasing Revenues and Services & Supplies by \$19,088.

No impact to the General Fund; current cash balance in PHER - Fund 545 is \$250,566.88 and in Human Services - Fund 111 is \$162,367.24.

- D.10. Human Resources - Approve a master memorandum of understanding with the Trinity County Probation Peace Officers Association establishing salaries and benefits.

Approximately \$19,300 over the term of the agreement from the General Fund.

- D.11. Information Technology - Take the following actions regarding the repair and replacement of the IT server room cooling system:

1. Approve a budget adjustment for FY 25/26 for Information Technology - Dept 1940 increasing Transfers In and Services & Supplies by \$209,000;
2. Approve a budget adjustment for FY 25/26 for Path 3 JI - Dept 2445 increasing Revenues and Transfers Out by \$209,000; and
3. Authorize the County Administrative Officer to sign an agreement with Mike's Heating and Air based on their quote for a new system.

Increase in General Fund appropriations in the amount of \$209,000; current cash balance in PATH JI Round 3 - Fund 166 is \$208,708.

- D.12. Probation - Acknowledge receipt of an updated Trinity County Electronic Monitoring and Home Detention (EMHD) Program.

No fiscal impact.

- D.13. Probation - Approve an agreement with Mendocino County to provide juvenile detention.

Up to \$250,000 from the Probation Budget.

- D.14. Sheriff - Approve an agreement with Dr. Dan Purtzer to provide basic autopsy services on an as-needed basis.

Up to \$100,000 from the Coroner's Budget.

- D.15. Transportation - Approve amendment number one (1) to the agreement with MGE Engineering Inc, updating the scope of services, and increasing the maximum cost by \$21,590.53 to provide professional civil engineering services.

No impact to the General Fund; up to \$21,590.53 from STIP funds.

E. PUBLIC HEARING

- E.1. County Administrative Office - Conduct a public hearing to consider introducing and waiving the reading of an ordinance amending Trinity County Code Section 2.64.050 updating various county fees.

Potential increase in revenues in an unknown amount to various county departments.

F. COUNTY MATTERS

These items include non-routine, or controversial matters and are listed alphabetically by department. A member of the Board, Staff or public may request that an item be heard out of order.

- F.1. Community Development - Planning - Introduce and waive the reading of an ordinance amending Title 17 of Trinity County Code modifying various subsections to be compliant with the County's certified Housing Element and state housing laws.

Unknown fiscal impact.

- F.2. Human Resources - Appoint Madelyn Woodman as the Clerk/Recorder/Assessor/Registrar of Voters effective January 1, 2026 to serve the remainder of the term expiring at the end of December 2026.

**Approximate cost in salary and benefits per month for the
Clerk/Recorder/Assessor/Registrar of Voters at A step is \$16,702.**

G. CLOSED SESSION

- G.1. Government Code Section 54954.5(f) - Labor Negotiations
County's Designated Representatives: Suzie Hawkins, Laila Cassis and
Margaret Long
Employee Organizations: Skilled Trades Unit, General Unit and Management
Unit

ADJOURN