

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

**MEETING MINUTES
June 17, 2025**

**Chairman
Supervisor Liam Gogan - District 3 - Absent**

**Vice-Chairman
Supervisor Heidi Carpenter-Harris - District 4**

**Supervisor Ric Leutwyler - District 1
Supervisor Jill Cox - District 2
Supervisor Julia Brownfield - District 5 - Absent**

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

ZOOM INFORMATION

This meeting was conducted with a Zoom option.

MEETING CALLED TO ORDER AT 10:02 AM

PLEDGE OF ALLEGIANCE WAS LED BY SUPERVISOR LEUTWYLER

A. PRESENTATIONS

- A.1. County Administrative Office – Prior to the start of the Board of Supervisors meeting, California State Association of Counties (CSAC) CEO, Graham Knaus, presented the CSAC Institute for Excellence in County Government Executive Credentials to Assistant Auditor-Controller Buck Simmons and Treasurer/Tax Collector Program Manager Ivana Thomas, who recently completed the leadership program.

During the Board of Supervisors meeting CSAC CEO Graham Knaus provided a CSAC update.

B. PUBLIC COMMENT

No public comment received.

C. REPORTS/ANNOUNCEMENTS

C.1. Did not receive reports from Department Heads

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

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

Gave direction to staff to initiate Board of Supervisor Chair effectiveness survey, similar to the process used last year and accomplish on an annual basis.

Gave direction to staff to request the Elections Office to provide a presentation regarding the re-establishment of polling places.

Gave direction to staff to start discussions with the Auditor's Office regarding the necessity of the incomplete records form for electronically received receipts while traveling for county business.

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

- Homeless Encampment

D. CONSENT CALENDAR

D.1. Health and Human Services - Behavioral Health Services - Approved amendment number 1 to MOU with Mountain Valley Unified School District to provide Mental Health Services Act Prevention and Early Intervention Services.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

D.2. County Administrative Office - Found that the proposed license meets the public convenience and necessity, and found no objection to the transfer of an On-Sale Beer and Wine Alcoholic Beverage License from Scotts Culinary Enterprises Inc. to Yellow Jacket Eatery LLC for Yellow Jacket Eatery at 56 Scott Blvd, Trinity Center, Ca.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.3. Health and Human Services - Behavioral Health Services - Adopted Resolution Number 2025-035 which removes from Behavioral Health's Capital Asset Listing Asset ID# 13714, 2023 Thor Four Winds 24LT Motor Coach.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.4. County Administrative Office - Approved the regular meeting minutes of the Board of Supervisors for May 20 and June 3, 2025.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.5. Board of Supervisors - Authorized the Chairman to sign a letter of support regarding the California Forest and Woodlands Resource Management funding opportunity.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.6. Health and Human Services - Public Health - Adopted Resolution Number 2025-036 authorizing participation in the Medi-Cal Inmate Program (MCIP).

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.7. *This item was pulled from the consent calendar and considered separately.*

Board of Supervisors - Authorized the Chairman to sign a letter to Senator Wiener and Assemblymember Gabriel supporting the Wildfire County Coordinators Program, adding Assemblymember Rogers and Governor Newsom to the list of cc's recipients.

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

Ayes: Leutwyler, Cox and Carpenter-Harris

Absent: Gogan and Brownfield

- D.8. Trinity County Transportation Commission - Adopted Resolution Number 2025-037 approving the allocation of Local Transportation Funds for FY 25/26 and adopted Resolution Number 2025-038 approving the allocation of State Transit Assistance Funds for FY 2025/2026.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.9. County Administrative Office - Adopted Resolution Number 2025-039 which provides signature authorization for all grant applications, to include Cal OES Grant Applications.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.10. Human Resources - Approved the revised job description for Lead Mechanic.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.11. Trinity County Transportation Commission - Adopted Resolution Number 2025-040 which approves the Trinity County Transportation Commission's Overall Work Program for FY 2025/2026 and authorizes the Executive Secretary to execute the associated Regional Transportation Planning Certifications.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

- D.12. Health and Human Services - Behavioral Health Services - Approved the Annual Update for the Behavioral Health Mental Health Services Act (MHSA) Plan for FY 25/26.

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

Ayes: Cox, Leutwyler and Carpenter-Harris

Absent: Gogan and Brownfield

E. PUBLIC HEARING

- E.1. Trinity County Transportation Commission - Conducted a public hearing to receive comments on Unmet Transit Needs as required by the Transportation Development Act.

Received comments from Transportation Planner Sarah Saad.

F. COUNTY MATTERS

- F.1. Community Development - Building - Waived the reading of and enacted Ordinance Number 1375 establishing Trinity County Code Section 15.27 pertaining to Movable Tiny Homes, introduced June 3, 2025.

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

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

- F.2. County Administrative Office - Waived the reading of and enacted Ordinance Number 1376 establishing Trinity County Code Section 8.41 pertaining to Encampments on Public Property, introduced June 3, 2025.

Received comments from County Administrative Officer Trent Tuthill.

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

- F.3. Board of Supervisors - Received a status update from Supervisor Leutwyler on the Tourism Development Advisory Board actions and plans.

- F.4. County Administrative Office - Adopted Resolution Number 2025-041 which adopts a preliminary budget for FY 25/26.

Received comments from County Administrative Officer Trent Tuthill.

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

G. CLOSED SESSION

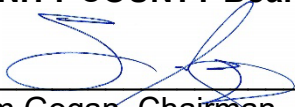
- G.1. Government Code Section 54954.5(e) - Public Employee Evaluation - County Counsel

This item was continued to July 15th, 2025.

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

Direction was given to staff.

TRINITY COUNTY Board of Supervisors



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

Attest:
Trent Tuthill
Clerk of the Board of Supervisors

By: 

Deputy