

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

SPECIAL MEETING MINUTES

December 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 Carpenter - Harris.

PRESENTATIONS

Agriculture

- 1.1 Adopted a proclamation of appreciation which recognizes Agricultural Commissioner/Sealer of Weights and Measures, Joseph A Moreo upon his retirement from the Trinity County Agriculture and Weights and Measures department.

Received comments from Agricultural Commissioner/Sealer of Weights and Measures Joseph A Moreo.

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

Board of Supervisors

- 1.2 Received a presentation from Yurok Tribe Design & Technical Services Program regarding the Weaver Creek Project.

Received comments from Environmental Specialist Sandra Perez, Vice President Bob Norwin, Restoration Engineer Max Ramos, Fishery Biologist Aaron Martin, Environmental Specialist Leslie Hubbard, and Archeologist Alden Neil.

Public Comment

No comments received.

REPORTS/ANNOUNCEMENTS

- 2.1 I. Received reports from Chief Probation Officer Ruby Fierro and Sheriff Tim Saxon.
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. Cannabis Ordinance

CONSENT CALENDAR

Auditor/Controller

- 3.1 Approved establishing a Special Revenue Fund - Fund 403 - AB 102 Veterans' Memorial Hall Modernization.

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

Board of Supervisors

- 3.2 Authorized the Chairman to sign a letter of support for Corral Creek Timber Post-Fire Restoration.

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

- 3.3 Authorized the Chairman to sign a letter of support for the East Weaver Creek Project.

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

Clerk of the Board

- 3.4 Authorized the Chairman to sign a letter of support for Trinity County Parks Community Project Grant.

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

- 3.5 Approved regular meeting minutes of September 6 and 19, 2023, October 3, and 17, 2023, Budget Hearing minutes of September 25, 2023 and special meeting minutes of September 29, 2023, as presented by the clerk.

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

- 3.6** Adopted Resolution Number 2023-145 confirming the continuance of the local emergency due to drought conditions in the County of Trinity.

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

County Administrative Office

- 3.7** Awarded to K.B.R. Inc. dba Rash Curtis & Associates the contract to provide collection agency services to the county and authorized CAO to sign any future amendments or modifications.

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

General Services

- 3.8** Approved an agreement with Velocity Communication, Inc. to lease space at the county owned cell tower at Mad River.

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

Health and Human Services

- 3.9** Approved an agreement with the Public Health Institute to provide programmatic and financial support for ongoing opioid coalition capacity and evidence-based strategies.

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

- 3.10** Adopted Resolution Number 2023-146 to defer until January 1, 2026 the implementation of the changes made by CA SB 43 - Eggman. Behavioral Health. thereby postponing implementation of the new definition of grave disability, as allowed by law.

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

- 3.11** Adopted Resolution Number 2023-147 which removes from Health and Human Services' Capital Asset Inventory listing Asset ID #13167 - Wireless Network Components.

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

- 3.12** Adopted Resolution Number 2023-148 authorizing an application for acceptance of the county allocation awarded under the Transitional Housing Program.

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

Human Resources

- 3.13** Approved the modified job descriptions for the Agricultural Biologist/Weights & Measures Inspector I and Agricultural Biologist/Weights & Measures Inspector II retroactively effective December 1, 2023.

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

- 3.14** Changed the salary range assigned to the County Librarian classification from M236 to M214 and directed that the salary range reflected on the Alphabetical Listing of Classifications be updated effective January 1, 2024.

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

Information Technology

- 3.15** Approved an agreement with Velocity Communications Inc. to provided 100 Mbps connection from County offices at the Hayfork Community Center to the main equipment room in Weaverville, CA. *Subject to routing as to form and content.*

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

Natural Resources

- 3.16** Authorized the Chairman to sign a comment letter regarding the Bureau of Land Management (BLM) Northwest California Integrated Resource Management Plan (NCIP).

Motion: Dan Frasier **Second:** Ric Leutwyler **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Planning and Zoning

- 3.17** *This item was pulled from consent calander and considered seperatly.*

Discussed appointment of Greg Tavalero (CalFIRE) as Primary and Todd Corbett (Weaverville Fire Department) as Alternate to act as Trinity County Fire Chiefs Association representatives to the Trinity County Subdivision Review Committee and directed staff to bring back as an ordinance amendment to the January 3, 2024 meeting.

Recieved comments from Deputy Director of Community Development Ed Prestly, CAO Trent Tuthill, and County Counsel Margaret Long.

Directed staff to update County Code Section 16.10.1 to add an alternate to the Trinity County Subdivision Review Committee.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Sheriff

- 3.18** Adopted Resolution Number 2023-149 which authorizes the Sheriff to apply for, accept, and participate in the FY 24/25 monies from the California Department of Parks and Recreation, Division of Boating and Waterways Financial Aid Program.

Motion: Dan Frasier **Second:** Ric Leutwyler **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Transportation

- 3.19** Awarded to Ed Staub and Sons Petroleum, the contract to supply Schedule II fuel for the Department of Transportation South County facilities for the period of January 1, 2024 through December 31, 2024, and authorized the Director of Transportation to sign any amendments to the agreement.

Motion: Dan Frasier **Second:** Ric Leutwyler **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

- 3.20** Awarded to Hunt & Sons LLC, the contract to supply Schedule I fuel for the Department of Transportation North County facilities for the period of January 1, 2024 through December 31, 2024, and authorized the Director of Transportation to sign the agreement and any future amendments.

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

- 3.21** Accepted the work completed by Giles Excavating and Paving, Inc. for the Trinity County Sheriff Detention Facility - Contract 20-185, and authorized the Director of Transportation to sign the Notice of Completion.

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

- 3.22** Accepted the work completed by Tullis, Inc. at the Weaverville Transit Parking Lot - Contract 23-085, and authorized the Director of Transportation to sign the Notice of Completion.

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

Trinity County Transportation Commission

- 3.23** Adopted Resolution Number 2023-150 which approves the 2024 Regional Transportation Improvement Program (RTIP) for the 2024 State Transportation Improvement Program (STIP), and authorized the TCTC Executive Secretary to sign all related documents.

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

COUNTY MATTERS

Cannabis

- 4.1 Discussed adopting a resolution which allows for streamlined approval of Cannabis Licenses that require a Commercial Cannabis Variance for calendar year 2024.

Received comments from Cannabis Division Director Drew Plebani, County Administrative Officer Trent Tuthill, County Counsel Margret Long, Matt Jefferson, Adrain Keys, Dana Hauser, Veronica Kelly-Albiez, and John Brower.

Motion by Supervisor Luetwyler, second by Supervisor Frasier to postpone the decision and recommend staff to take to Planning Commission for recommendation and bring recommendation back to the following Board meeting. Failed due to passage of subsequent motion.

Motion: Ric Leutwyler **Second:** Dan Frasier **Failed due to passing of a subsequent motion**

Absent: Gogan

Extend Resolution Number 2023-071 to the end of February 2024 to provide Planning Commission time to make recommendations.

Motion: Ric Leutwyler **Second:** Heidi C Harris **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Clerk of the Board

- 4.2 Set the Board of Supervisors meeting schedule for the 1st and 3rd Tuesday of every month with July 2, 2024 and November 19, 2024 meetings being canceled.

Motion: Jill Cox **Second:** Ric Leutwyler **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

- 4.3 Pursuant to County Fee Waiver Policy the Board of Supervisors waived \$3,913.96 in building permit fees for the Trinity County Food Outreach's four disaster containers to be put in rural areas of Trinity County.

Received comments from County Administrative Officer Trent Tuthill, Conner Nixon, Jeff England, OES Manager Philip Simi, Tom Ballanco, and John Brower.

Motion: Heidi C Harris **Second:** Ric Leutwyler **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

- 4.4 Pursuant to County Fee Waiver Policy considered waiving Planning fees in an unknown amount (minimum \$2,850 deposit), \$2,764 in Clerk Recorder fees, and \$50 in admin filling fees for the Burnt Ranch Estates Mutual Water Company's project to update the water system.

Received comments from County Administrative Officer Trent Tuthill, Tyler Thompson, and John Brower.

Motion by Supervisor Leutwyler, Second by Supervisor Carpenter - Harris to deny the fee waiver as recommended by staff. failed due to the passage of a subsequent motion.

Motion: Ric Leutwyler **Second:** Dan Frasier **Failed due to passing of a subsequent motion**

Approve waving Planning fees in the amount of \$2,850 to get Burnt Ranch Estates Mutual Water Company project to update the water system.

Motion: Ric Leutwyler **Second:** Jill Cox **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Human Resources

- 4.5 Took the following actions effective December 19, 2023:

1. Approved the job description, set the salary range and add to the alphabetical listing of classifications a Principal Civil Engineer at range M259; and
2. Added One (1) Principal Civil Engineer, to the Department of Transprotations department allocation listing.

Received comments from Director of Human Resources Laila Cassis.

Motion: Ric Leutwyler **Second:** Heidi C Harris **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

- 4.6 Denied authorizing employee ID # 01709 to carry over vacation hours in excess of the accrual limits, up to 560 hours, Pursuant to Trinity County Code 2.60.500 (D.3)

Received comments from Director of Human Resources Laila Cassis.

Motion: Ric Leutwyler **Second:** Dan Frasier **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

Sheriff

- 4.7** Ratified the Sheriff's signature on the memorandum of understanding with North State Major Investigation Team (NSMIT) Central Valley California High Intensity Drug Trafficking Area (CVC HIDTA) to significantly diminish the availability and use of illegal drugs; reduce and prevent violent crimes in the NSMIT's area of responsibility, and apprehend the responsible offenders, thereby increasing public safety.

Received comments from Sheriff Tim Saxon and Tom Ballanco.

Motion: Ric Leutwyler **Second:** Dan Frasier **Carried**

Ayes: C Harris , Cox, Frasier, Leutwyler

Absent: Gogan

CLOSED SESSION

- 5.1** Government Code Section 54954.5(c) - Conference with Legal Counsel -
Anticipated Litigation
No. of Cases: One

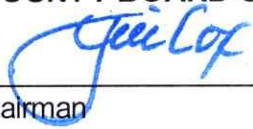
Direction given to staff.

- 5.2** Government Code Section 54954.5(f) - Conference with Labor Negotiators
County's Designated Representatives: Margaret Long, Laila Cassis and Suzie Hawkins
Employee Organizations: Deputy Sheriff's Association and HHS Unit

Direction given to Negotiators.

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