

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

MEETING MINUTES

March 21, 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

Elizabeth Hamilton - Interim County Administrative Officer
Margaret E. Long - County Counsel
Ashley Piker - Deputy Clerk of the Board

ZOOM INFORMATION

This meeting used Zoom due to the coronavirus (COVID-19).

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

Pledge of Allegiance

Pledge led by Supervisor Leutwyler.

CLOSED SESSION REPORT OUT

PRESENTATIONS

Board of Supervisors

- 1.1** Received a presentation from UC Cooperative Extension Community Economic Development Advisor, Alec Domka and Lerry Ferro.

Clerk of the Board

- 1.2 Received an update from U.S. Forest Service representative Safety Program Manager Ben Sundal regarding matters of interest in Trinity County.

Health and Human Services

- 1.3 Received a presentation from Program Manager Tabatha Alber on the Public Health Emergency Unwinding and Impact to Public Assistance.

Public Comment

REPORTS/ANNOUNCEMENTS

- 2.1 I. Received a report from Cannabis Division Director Drew Plebani.
II. Received a report from Interim County Administrative Officer Elizabeth Hamilton.
III. Received reports from Members of the Board of Supervisors.
IV. Received reports from Ad Hoc:
 A. Good Neighbor Authority
 B. Strategic Plan
 C. Trinity County Water
 D. Cannabis Ordinance
 E. Economic Development
V. Staff Committee Reports
 A. Cannabis Budget

CONSENT CALENDAR

Auditor/Controller

- 3.1 Approved a budget adjustment for FY 22/23 for Copier Trust - Dept. 8802 increasing fixed assets by \$21,000.

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

Behavioral Health Services

- 3.2 Approved a budget adjustment for FY 22/23 for SMA Reserve - Dept 8563 increasing Transfer Out by \$83,591; and approved a budget adjustment for FY 22/23 for Mental Health - Dept 4200 increasing Transfers In and Other Charges by \$83,591.

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

- 3.3** Adopted Resolution Number 2023-028 authorizing the Director of Behavioral Health (or her/his designee) to sign an agreement, and any subsequent amendments or other required documents to allow TCBHS to receive up to 1.7 million in funding for the BHBH Program.

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

- 3.4** Adopt Resolution Number 2023-029 authorizing the Director of Behavioral Health or her/his designee to sign the agreements with Tulare County Office of Education to secure funding from the Tobacco Advocacy Project, the California Office of Traffic Safety Project and the Substance Abuse Block Grant Friday Night Live Funding.

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

Clerk of the Board

- 3.5** *This item was pulled from the consent calendar and considered separately.*
Adopted Resolution Numbers 2023-030 giving signature authorization on all Federal contracts and other necessary documents for financial transactions effective January 1, 2023 and adopted Resolution Number 2023-031 giving signature authorization on all state contracts and other necessary documents for financial transactions effective January 1, 2023.

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

- 3.6** Approved the regular meeting minutes of July 5, 2022 as submitted by the clerk.

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

- 3.7** *This item was pulled from the consent calendar and considered separately.*
Found no objection to the issuance of a daily alcoholic beverage license to the Rotary Club of Weaverville to serve alcoholic beverages at their Dream Makers Gala and Auction to be held at the Veteran's Memorial Hall in Weaverville, CA on April 15, 2023.

Received comments from Keith Groves.

Motion: Dan Frasier **Second:** Jill Cox **Carried**
Ayes: Cox, Frasier, Gogan

Recused: C Harris, Leutwyler

Health and Human Services

- 3.8** Approved amendment number 1 to the agreement with the California Department of Public Health (CDPH) (22-10208) to reallocate a portion of funding from a previously awarded grant, allowing for the continuance of school based/school-linked activities through Trinity County's Local Oral Health Program (LOHP).

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

- 3.9** Approved amendment number 1 to the agreement with Mary Baracco RN, PHN, CNM, NP ("Contractor"), extending the term of the agreement and amending Exhibit A, to provide perinatal nursing expertise and collaboration in the development of systems of care.

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

- 3.10** Approved amendment number 6 to the agreement with David Herfindahl, M.D., extending the term to June 30, 2024 and increasing the maximum cost by \$50,400 to serve as the Trinity County Health Officer.

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

- 3.11** Adopted Resolution Number 2023-032 which authorizes the Director of Emergency Services and/or the Deputy Director of Emergency Services and/or the Emergency Operations Manager to apply for disaster assistance and federal financial assistance.

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

Human Resources

- 3.12** Approved the allocation of positions listing effective March 21, 2023.

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

Sheriff

- 3.13** Approved an agreement with the State of California Eradication and Prevention of Illicit Cannabis (EPIC) Program for the purpose of identifying agency responsibilities related to illicit cannabis eradication operations conducted in Trinity County, and authorized the Sheriff to sign the agreement.

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

- 3.14** *This item was pulled from consent calendar and considered separately.*
Approved a budget adjustment for FY 22/23 for Local Law Enforcement Sheriff Realignment - Dept 8561 increasing revenue by \$70,210 and transfer out by \$148,923; approved a budget adjustment for FY 22/23 for Sheriff - Dept 2281 increasing Revenue by \$93,000, Transfers In by \$148,923, Services & Supplies by \$139,923, Inter-Fund Expenditures by \$36,000 and Fixed Assets by \$66,000.

Received comments from Sheriff Office Business Manager Mary Treece.

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

- 3.15** Approved a budget adjustment for FY 22/23 for State & Local Asset Seizure - Dept. 8593 increasing Services & Supplies by \$33,000 and fixed assets by \$54,500.

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

- 3.16** Adopted Resolution Number 2023-033 which authorizes the Sheriff to apply for and accept the FY 23/24 monies from the California Department of Parks and Recreation Division of Boating and Waterways Financial Aid Program.

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

Solid Waste

- 3.17** Approved amendment number 3 to the agreement with POWER DRAULICS INCORPORATED, increasing the cost by \$7,500 per year for a maximum of \$15,000 per year, to provide fabrication, repair services and parts for Trinity County Solid Waste equipment as needed.

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

3.18 Approved a budget adjustment for FY 22/23 for Solid Waste - Dept. 9500 increasing Fixed Assets and decreasing Services & Supplies by \$8,800.

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

Treasurer/Tax Collector

3.19 Approved the Trinity County Annual Investment Policy.

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

Trinity County Transportation Commission

3.20 Approved the following appointment to the Social Services Transportation Advisory Council (SSTAC) for a three-year term expiring December 31, 2025, as recommended by the Transportation Commission:

- Chantelle Estess as an additional member

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

PUBLIC HEARINGS

Building and Development Services

4.1 Conducted a public hearing and took the following actions concerning the County Buildings and Construction Ordinance (Title 15).

1. Found the adoption and implementation of the ordinance to be exempt from the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15061(b)(3), common-sense exemption, which applies to projects where the activity will not result in a significant effect on the environment.
2. Introduced and waived the reading of an ordinance establishing Trinity County Code Section 15.26 regarding Electric Vehicle Charging Station Permit Streamlining.

Received comments from Associate Planner Skyler Fisher.

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

Solid Waste

- 4.2 Conducted a public hearing and adopted Resolution Number 2023-034 which establishes a schedule of fees for waste disposal and provides for appropriate exemptions and credits for the 2023-2024 annual solid waste parcel fee billing. Received comment from Deputy Director of Solid Waste Diane Rader.

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

COUNTY MATTERS

Cannabis

- 5.1 Discussed the current status of the Cannabis Department's budget, and giving direction to staff regarding providing a general fund contribution or advance.

Received comments from Cannabis Director Drew Plabani, Senior Financial Analyst Suzie Hawkins, Treasure/ Tax Collector Terri McBrayer, Sheriff Tim Saxon, County Counsel Margaret Log, Interim CAO Elizabeth Hamilton, Interim Deputy Director of Planning Ed Prestley, Adrian Keys, Diana from Hayfork, Jake Grosser-Christ, Carl Woppler, Ryan Tarbell, Tyler Thompson, Jennifer Hill, Keith Groves, Steve Lyon, Karla Avila, Veronica Kelly - Albiez, Darrell Davis, Jeff Ghedila, Catherin Sidman, Chriss Williams, and John Brower.

Motion to approve option 4 transferring \$971,772 as a contribution from the General Fund and authorize the CAO and Auditor to sign any budget adjustments necessary. Failed due to the passing of subsequent motion.

Motion: Liam Gogan **Second:** Ric Leutwyler **Failed due to passing of a subsequent motion**

Motion to approve option 2 transferring approximately \$450,000 in exchange for the transfer of the Cannabis Building Assets (based on actual fair market value of that asset) to the County and transferring approximately \$521,772 as a contribution from the General Fund and authorize the CAO and Auditor to any budget adjustments necessary. Failed due to the passing of a subsequent motion.

Motion: Ric Leutwyler **Second:** Jill Cox **Failed due to passing of a subsequent motion**

Motion to approve option 2 transferring approximately \$450,000 in exchange for the transfer of the Cannabis Building Assets (based on actual fair market value of the asset) to the County and amending transferring approximately \$521,772 as a contribution from the Counties Local Assistance and Tribal Consistency funds. Motion was withdrawn.

Motion: Jill Cox **Second:** Heidi C Harris **Withdrawn**

Motion to approve option 3 transferring \$971,772 as an advance from the General Fund to be repaid over the next ten fiscal years and authorizing the CAO and Auditor to sign any budget adjustments necessary. Motion was withdrawn.

Approved transferring \$450,000 as a General Fund contribution and \$521,772 as an advance to be paid back over the next 5 years and authorized the CAO and Auditor to sign any budget adjustments necessary.

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

Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Clerk of the Board

5.2 Discussed adopting a resolution which adopts an amended Fee Waiver Policy.

Motion to direct staff to bring back allowing only emergency services to apply for Fee Waivers. Motion failed due to subsequent motion passing.

Motion: Jill Cox **Second:** Ric Leutwyler **Failed due to passing of a subsequent motion**

Motion to adopt a resolutions which adopts an amended Fee Waiver Policy. Motion failed due to subsequent motion passing.

Motion: Liam Gogan **Second:** Dan Frasier **Failed due to passing of a subsequent motion**

Motion to adopt Resolution Number 2023-035 which adopts an amended Fee Waiver Policy with amending to allow the CAO to approve up to \$2,500 per an application and revisit quarterly.

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

Ayes: C Harris , Cox, Frasier, Leutwyler

Nays: Gogan

5.3 Authorized the Chairman to sign a letter supporting the Trinity Trail Alliance's LaGrange Classic Mountain Bike Race to be held June 3, 2023 and waived provision 2C of County Fee Waiver Policy, found that that Trinity Trail Alliance's LaGrange Classic Mountain Bike Race provides a public benefit and approved their application for waiver of County fees waiving General Services Lowden Park rental fee in the amount of \$462; Lowden Park Camping fee in an unknown amount and Solid Waste dumpster fee in the amount of \$736.

Received comments from Trinity Trail Alliance Representative Alan Segmiller.

Motion: Jill Cox **Second:** Dan Frasier **Carried**

Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 5.4 Discussed waiving provision 2C of the County Fee Waiver Policy, found that the Lewiston Sparkies' Old Lewiston Peddlers' Faire provides a public benefit, and did not approve their application for waiver of County fees waiving Solid Waste fees in the amount of \$1,104.

Moved to observe revised fee waiver policy adopted at this meeting and sent fee waiver policy request to CAO.

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

- 5.5 Pursuant to Trinity County Fee Waiver Policy, discussed finding that the North Fork Grange's project to install a back-up generator provides a benefit to the County, that this project is not for the purpose of fundraising, and approving the North Fork Grange's application for waiver of county fees, waiving Building Department fees in the amount of \$180.

Moved to observe revised fee waiver policy adopted at this meeting and sent fee waiver request to the CAO.

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

County Administrative Office

- 5.6 Approved a budget adjustment for FY 22/23 for Animal Control - Dept 2284 increasing Transfers In by \$79,783, Salaries & Benefits by 78,783 and Services & Supplies by \$1,000; approved a budget adjustment for FY 22/23 for Contributions to Other Funds - Dept 1990 increasing Transfers Out by \$79,783 and approved a budget adjustment for FY 22/23 for General Fund Contingency - Dept 9901 decreasing Provisions for Contingency by \$79,783.

Received comment from Senior Financial Analyst Suzie Hawkins.

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

- 5.7 Waived the reading of and enacted Ordinance Number 1366 amending Trinity County Code Section 2.64.050 regarding various County fees.

Received comment from Senior Financial Analyst Suzie Hawkins.

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

Health and Human Services

5.8 Took the following actions regarding the Transit Driver and Transit Coordinator classifications:

1. Approved a side letter agreement with the General Unit modifying spreadsheet A of the MOU regarding the Transit Driver and Transit Coordinator classification;
2. Authorized the Director of Human Resources to modify the alphabetical listing of classification changing the ranges for Transit Driver to G182 and Transit Coordinator to G205 retroactively effective March 1, 2023.

Received comment from Senior Financial Analyst Suzie Hawkins and Interim CAO/Interim HR Elizabeth Hamilton.

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

Treasurer/Tax Collector

5.9 Adopted Resolution Number 2023-036 authorizing and approving the use and promotion of EasySmartPay, a third-party service providing taxpayers with the option to pay secured property taxes in monthly installments.

Received comment from Treasurer/ Tax collector Terri McBrayer.

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

CLOSED SESSION

6.1 Government Code Section 54954.5(e) - Public Employee Evaluation: County Counsel.

No reportable action taken.

6.2 Government Code Section 54954.5(c) - Conference with Legal Counsel - Existing Litigation

No. of Cases: One

- Hogrefe, et al. v. Trinity Co., et al., (Trinity County Superior Court Case No. 20CV058)

Direction was given to staff.

- 6.3** Government Code Section 54954.5(f) - Conference with Labor Negotiators
County's Designated Representatives: Margaret Long and Suzie Hawkins
Employee Organizations: All Bargaining Units.

Direction was given to staff.

ADJOURN

TRINITY COUNTY BOARD OF SUPERVISORS



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

Attest:

Elizabeth Hamilton
Clerk of the Board of Supervisors

By:



Deputy