

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

MEETING MINUTES

January 16, 2024

**Chairman
Supervisor Ric Leutwyler - District 1**

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

**Supervisor Jill Cox - District 2
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 was led by Supervisor Cox.

PRESENTATIONS

Health and Human Services

1.1 Did not receive a presentation from Health and Human Services Program Manager Jesse Ferguson and Staff Services Analyst Eugenio Tapia-Jensen about the California CalWORKs Outcomes and Accountability Review (Cal-OAR) and the goals and strategies identified during the CalWORKs System Improvement Plan (Cal-SIP).

1.2 Adopted a proclamation of appreciation which recognizes January 2024 as Eligibility Specialist recognition month.
Received comments from HHS Program Manager Tabatha Albers.

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

Public Comment

Received comments from Patty Hymas, Tony Lench, and Matt Jefferson.

REPORTS/ANNOUNCEMENTS

2.1 I. Did not received report from Department Heads.
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 Hocs:
A. Cannabis Ordinance

CONSENT CALENDAR

Agriculture

- 3.1** Appointed Angela Blanchard to the Agriculture Department/Division of Weights and Measures for the position of Agricultural Commissioner and Sealer of Weights and Measures, to serve a 4-year term commencing on January 1, 2024 and expiring on January 1, 2028.

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

Child Support Services

- 3.2** Approved amendment number 14 to the agreement with ANGELA'S CUSTODIAL SERVICE, extending the expiration date to January 31, 2025, and increasing the maximum cost by \$3,984 to provide janitorial services to the child support office at 850 B Main Street, Weaverville, CA.

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

Clerk of the Board

- 3.3** Adopted Resolution Number 2024-004 giving signature authorization on all federal contracts and other necessary documents for financial transactions and adopted Resolution Number 2024-005 giving signature authorization on all state contracts and other necessary documents for financial transactions.

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

County Administrative Office

- 3.4** Approved an agreement with the Trinity County Chamber of Commerce for the County to provide funding to support the hiring of a Marketing Director to promote and advertise Trinity County.

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

- 3.5** Approved an agreement with Trinity County Visitors and Development Bureau, Trinity County Arts Council, Weaverville Chamber of Commerce, Hayfork Chamber of Commerce, Humboldt Trinity Recreation Alliance and Trinity County Information Services to promote and advertise Trinity County as a tourist destination.

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

Health and Human Services

- 3.6** Approved an agreement with Mountain Communities Healthcare District (MCHD) to provide ambulatory/emergency medical services (EMS) in Zone 1 of Trinity County, and to provide transports from the Trinity County Jail and/or Juvenile Detention Facility to Trinity Hospital.

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

- 3.7** Approved amendment number 1 to the agreement with Glenn County Community Action Department, extending the term to June 30, 2024 and increasing the maximum cost by \$43,500 to provide Contractor/Staffing to perform roles and responsibilities of the Lead Agency.

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

- 3.8** Approved amendment number 2 to the agreement with the California Department of Public Health (CDPH) for the Women, Infants and Children (WIC) Program, increasing the caseload and funding allocation, and revising relevant exhibits.

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

COUNTY MATTERS

County Administrative Office

4.1 Discussed and received board direction to prioritize the Cannabis Ordinance update items as outlined:

1. Update to 17.43.050
 - a. Waterboard enrollment date and associated conditions
 - b. CCV process and potential transition to administrative buffer reduction DUP process
2. Late Fee for License Renewal
3. Opt Outs – provide direction to staff on opt out requests and future process
4. Enforcement - introduce an enhanced enforcement section to provide greater clarity and more appropriate accountability for violations.
5. Definitions within 17.43
6. County Tax Cannabis Ordinance 1357 Review and Update
7. Notice Period – evaluate adjusting notice time frame from current 10 business day period to potentially a 15 day period
8. Updates to 17.42 and associated “tax or fine structure” adjustments

4.2 Received a presentation from the East Branch Property Owners regarding their October 8, 2021 opt out request and discuss the request. No action taken.

Received comments from Brent Guttermuth, Adrian Keys, Lisa Wright, Catherin Sidman, Lori Wills, Larry Alsten, and Dana Hauser.

4.3 Received a presentation from the Hetten Valley Property Owners regarding their September 17, 2020 opt out and discuss the request. No action taken.

Received comments from Suzie Toorpy, Catherin Sidman, Adrian Keys, Lori Wills, John Brower, Lisa Wright, Kristel Bell, Chriss Williams, Karla Avila, Amber Carman, Jeff Ghidella, and Steve Lyon.

4.4 Receive a presentation from the Lewiston area Mountain View and Wilson Road Property Owners regarding their October 5, 2021 opt out and discuss the request. No action taken.

Received comments from Laural Edwards, Lousie Rockwood, Andy Wakefield, Adrian Keys, Larry Alsten, Catherin Sidman, Lori Wills, John Brower, Kristel Bell, Lisa Wright, Suzie Toorpy, Dana Hauser, Matt Jefferson, Karla Avila, Steve Lyon, Amber Carman, Jeff Ghidella, Rohda Cain, Darrel Davis, Sue Leutwyler, and Brent Guttermuth.

Human Resources

- 4.5 Pursuant to Trinity County Code Section 2.60.410(A) authorized hiring Candidate No. 45852626 as a Deputy Sheriff II at Range S145 Step E in the Trinity County Sheriff's Office.

Received comment from CAO Trent Tuthill.

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

- 4.6 Pursuant to Trinity County Code Section 2.60.410(A) authorized hiring Candidate No. 1592490 as a Principal Civil Engineer at Range M259 Step G in the Department of Transportation.

Received comments from CAO Trent Tuthill and Director of HR Laila Cassis.

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

- 4.7 Took the following actions in the Probation Department effective January 1, 2024:
1. Approved the job descriptions, set the salary range and add to the alphabetical listing of classifications a Deputy Chief/Assistant Chief Probation Officer at range O248, Program Facilitator I at range G149 and Program Facilitator II at range G159; effective January 1, 2024.
 2. Modified the departmental listing of allocations for the Probation Department to add 1 Deputy Chief Probation Officer, 1 Deputy Chief/Assistant Chief Probation Officer, and replaced Probation Corrections Counselor I/II with Program Facilitator I/II; effective January 1, 2024.
 3. Pursuant to Trinity County Code Section 2.60.420, reclassified Employee ID No. 00887 from an Assistant Chief Probation Officer to a Deputy Chief/Assistant Chief Probation Officer at step F and reclassified Employee ID No. 02382 from a Supervising Deputy Probation Officer to a Deputy Chief Probation Officer at step B effective January 1, 2024; and
 4. Deleted from the Alphabetical Listing of Classifications and job descriptions the Assistant Chief Probation Officer upon incumbent's retirement, Supervising Deputy Probation Officer effective Jan 01, 2024, and Probation Corrections Counselor I/II effective January 1, 2024.

Received comments from Cheif Probation Officer Ruby Fierro.

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

Planning and Zoning

- 4.8 Waived the reading of and enact Ordinance Number 1370 amending Trinity County Code Section 16.10.010 (D) pertaining to Designation of the Subdivision Review Committee, introduced January 3, 2024.

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

CLOSED SESSION

- 5.1 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

DSA- No reportable action taken

HHS - Direction given to Negotiators

ADJOURN

TRINITY COUNTY BOARD OF SUPERVISORS



Ric Leutwyler, Chairman
Board of Supervisors,
County of Trinity.
State of California

Attest:

Trent Tuthill
Clerk of the Board of Supervisors

By:


Deputy