

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

MEETING MINUTES

June 4, 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

[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

Pledge let by Supervisor Cox.

A. PRESENTATIONS

A.1. Clerk of the Board - Received an update from U.S. Forest representative Ben Sundial regarding matters of interest in Trinity County.

No fiscal impact.

A.2. Sheriff - Received a presentation from Under Sheriff Bryan Ward regarding Animal Shelter operations and available resources.

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.

No public comment received.

C. REPORTS/ANNOUNCEMENTS

C.1. Did not received 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

C.4. Reports from Ad Hoc

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 - Approved a budget adjustment for FY 23/24 for County Domestic Violence - Dept. 8465 increasing Services & Supplies by 1,048.

No impact to the General Fund. Current cash balance as of 5/18/24 is 2,831.28.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.2. Behavioral Health Services - Approved an agreement with Willow Glen Care Center to staff and operate Alpine House, a County-owned Adult Residential Facility (ARF).

No impact to the General Fund; up to \$569,400 from Behavioral Health Funding.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.3. Behavioral Health Services - Approved the Annual Update for the Behavioral Health Services Mental Health Services Act (MHSA) Plan for Fiscal Year 24/25.

No impact to the General Fund; allows for MHSA funding to be allocated and distributed to the Behavioral Health Department

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.4. Behavioral Health Services - Approved a budget adjustment for FY 23/24 for Behavioral Health Services - Dept. 4200 increasing Transfers In by \$6,507 and approved a budget adjustment for FY 23/24 for Alpine House Maintenance Fund - Dept. 8595 increasing Transfers Out by \$6,507.

No impact to the General Fund; current cash balance in Mental Health - Fund 112 is -\$1,989,858.16 and in Alpine House Maintenance Fund - Fund 595 is \$102,966.96.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.5. Clerk of the Board - Found no objection to the issuance of a daily alcoholic beverage license to North Valley Community Foundation/ Western Miracles to serve alcoholic beverages at the Rodeo to be held at Lowden Park in Weaverville, CA on July 5 & 6, 2024.

No fiscal impact.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.6. Clerk of the Board - Authorized the Chairman to sign a letter to the California Department of Transportation in support of the Trinity County Fair's application for an encroachment permit for the Annual Trinity County Parade on July 11, 2024 in Hayfork, CA.

No fiscal impact.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.7. Clerk of the Board – Adopted Resolution Number 2024-039 which encourages all eligible individuals to register with the Selective Service System.

No fiscal impact.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.8. Health and Human Services - Public Health - Approved amendment number 1 to the agreement with Marci Gallagher RN, BSN, PHN, updating exhibit B with exhibit B1; removing language from Section V, and shortening the agreement termination date.

No impact to the General Fund.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.9. Health and Human Services - Housing – Adopted Resolution Number 2024-040 which supports the CSAC "At Home" plan.

No impact to the General Fund.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier Second: Heidi Carpenter- Harris Carried

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.10. Community Development - Cannabis - Approved an agreement with Accela to provide Cannabis permitting and tax collection software, and approve an agreement with Byrne to provide Accela implementation services.

No impact to General Fund; \$225,612.50 for 3 year subscription to Accela software and implementation costs from Cannabis, LJAG and LATCF funds.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier Second: Heidi Carpenter- Harris Carried

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.11. Sheriff - Approved amendment number 1 to the agreement with Redding Jet Center, increasing the max cost by \$7,000 per fiscal year; to perform general aircraft repairs and/or replacement, aircraft repair services, annual inspections, and other aircraft maintenance on the Trinity County Sheriff's Office aircraft on an as needed basis.

Up to \$15,000 per fiscal year.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier Second: Heidi Carpenter- Harris Carried

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3

Liam Gogan
Absent: None

- D.12. Sheriff - Approved amendment number 1 to the agreement with Lauderdale Motors, increasing the max cost by \$20,000 per fiscal year; to provide repairs to Sheriff's Office vehicles and equipment on an as needed basis.

Up to \$35,000 per fiscal year.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

- D.13. Solid Waste - Approved amendment number 8 to the agreement with Cascade Software Systems, increasing the maximum cost by \$3,000 to provide software maintenance and systems support services.

No impact to the General Fund; increase by \$3,000 from the Solid Waste Enterprise Fund.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

- D.14. Trinity County Transportation Commission – Adopted Resolution Number 2024-041 to approve Trinity County Transportation Commission's FY 24/25 Overall Work Program and authorize the Executive Secretary to execute Regional Transportation Planning Certifications.

Revenue in the amount of \$158,000 RPA Funds.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

- D.15. Transportation - Adopted Resolution Number 2024-042 approving the FY

24/25 List of Projects / Work Plan for funding from the Road Maintenance and Rehabilitation Account (RMRA).

\$2,631,934 revenue to the Road Department under Department 8105 (RMRA)

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

D.16. Clerk of the Board - Authorized the Chairman to sign a letter supporting 2024-2025 Joint Legislative Budget Proposal: Preserve Round 6HHAP Funding.

No fiscal impact.

Motion by Dan Frasier, second by Heidi Carpenter- Harris to Approve.

Motion: Dan Frasier **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

E. 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.

E.1. Community Development - Natural Resources - Approved a budget adjustment for FY 23/24 for Natural Resources - Dept 2700 decreasing Revenues and increasing Transfers In by \$132,562; approved a budget adjustment for FY 23/24 for Contributions to Other Funds - Dept 1990 increasing Transfers Out by \$132,562; and approved a budget adjustment for FY 23/24 for General Fund Contingency - Dept 9901 decreasing Provisions for Contingency by \$132,562.

Increase in General Fund appropriations in the amount of \$132,562; current cash balance in Natural Resources - Fund 173 is -\$125,120.50; current balance in General Fund Contingency is \$357,180.

Received comments from CAO Trent Tuthill.

Motion by Jill Cox, second by Heidi Carpenter- Harris to Approve.

Motion: Jill Cox **Second:** Heidi Carpenter- Harris **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

E.2. Community Development - Planning - Approved a budget adjustment for FY 23/24 for Planning - Dept 2800 increasing Services and Supplies by \$10,000 and approved a budget adjustment for FY 23/24 for General Fund Contingency - Dept 9901 decreasing Provisions for Contingency by \$10,000.

Increase in General Fund appropriations in the amount of \$10,000; current General Fund Contingency balance after the previous budget adjustment is \$224,618.

Received comments from CAO Trent Tuthill.

Motion by Dan Frasier, second by Jill Cox to Approve.

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

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

E.3. Human Resources - Adopted an updated Trinity County HR drug and alcohol policy to comply with current federal and state laws.

No fiscal impact.

Received Comments from Director of HR Laila Cassis.

Motion by Heidi Carpenter- Harris, second by Liam Gogan to Approve.

Motion: Heidi Carpenter- Harris **Second:** Liam Gogan **Carried**

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

E.4. Human Resources - Adopted a policy that changes the Trinity County Leave Bank Program to a Vacation Compensatory Time Off (CTO) Donation Program.

No fiscal impact.

Received comments from Director of HR Laila Cassis.

Motion by Jill Cox, second by Dan Frasier to Approve.

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

Nays: None

Ayes: Supervisor District 4 Heidi Carpenter- Harris, Supervisor District 1 Ric Leutwyler, Supervisor District 5 Dan Frasier, Supervisor District 2 Jill Cox, Supervisor District 3 Liam Gogan

Absent: None

F. CLOSED SESSION

F.1. Conference with Legal Counsel – Existing Litigation (§ 54956.9) Case No 3:24-cv-02211 S.L. v. Trinity County

No reportable action.

F.2. Government Code Section 54954.5(c) - Conference with Legal Counsel - Anticipated Litigation
No of Cases: One: NEPA

Item withdrawn.

G. 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