

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

**MEETING MINUTES**

**August 3, 2021**

**Chairman**

**Supervisor Jeremy Brown - District 4**

**Vice-Chairman**

**Supervisor Dan Frasier - District 5**

**Supervisor Keith Groves - District 1**

**Supervisor Jill Cox - District 2**

**Supervisor Liam Gogan - District 3**

**Richard Kuhns, Psy.D - County Administrative Officer / Clerk of the Board**

**Margaret E. Long - County Counsel**

**Emma Purvis - Deputy Clerk of the Board**

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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](http://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](mailto: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 Emma Purvis at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or [clerkoftheboard@trinitycounty.org](mailto:clerkoftheboard@trinitycounty.org).

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## **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 Keith Groves.

### **Public Comment**

Received comments from US Forest Service District Ranger Terra Jones, Everett Harvey, Terry Mines, Director of Transportation Rick Tippet, Larry Winter, and US Forest Service District Ranger Chris Losi.

## **Presentations**

### **Board of Supervisors**

- 1.1 Received a presentation from California State Association of Counties (CSAC) Executive Director Graham Knaus regarding the state budget and what's new in the legislative session.

### **Clerk of the Board**

- 1.2 Did not receive a presentation from the Trinity River Restoration Project (TRRP) group regarding their projects on the Trinity River.

## **Consent Calendar**

### **Agriculture**

- 2.1 Approved a budget adjustment for FY 20/21 for Agriculture - Dept. 2490 decreasing revenues and Services & Supplies by \$7,779.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.2 Approved amendment number 3 to the agreement with the United States Department of Agriculture, Animal and Plant Health Inspection Service and Wildlife Services adding the financial plan for FY 2021/2022 to provide wildlife program activities within Trinity County.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Auditor/Controller**

- 2.3** Approved establishing a new Special Revenue Fund - Fund 417 - Juvenile Justice Realignment Block Grant (JJRBG).

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Behavioral Health Services**

- 2.4** Approved a budget adjustment for FY 20/21 for MHSA Other Funding - Dept. 8577 decreasing Transfers Out by \$42,285; and approved a budget adjustment for FY 20/21 for MHSA Prudent Reserve - Dept. 8578 increasing Transfers Out by \$42,285.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Clerk of the Board**

- 2.5** Adopted Resolution No. 2021-080 which confirms the continuance of a Local Emergency in the County of Trinity due to the novel coronavirus known as COVID-19.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.6** Adopted Resolution No. 2021-081 which confirms the continuance of a Local Emergency in the County of Trinity due to wildfires.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.7** Authorized the Chairman to sign a letter to Senator Mike McGuire expressing significant concerns regarding SB 12 - Local Government: planning and zoning: wildfires.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### **General Services**

- 2.8** Approved a budget adjustment for FY 20/21 for Motor Pool - Dept. 8803 decreasing revenues by \$52,000 and increasing Services & Supplies by \$6,000.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Grants**

- 2.9** Approved an agreement with Humboldt State University, Sponsored Programs Foundation to conduct a cannabis equity assessment.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Health and Human Services**

- 2.10** Approved a budget adjustment for FY 20/21 for Health Department - Dept. 4402 increasing Prior Year Revenue and decreasing Inter-fund revenue by \$350, decreasing Services & Supplies by \$137,703, increasing Other Charges by \$6,000, Fixed Assets by \$7,570, and Transfer out by \$124,133; approved a budget adjustment for FY 20/21 for Animal Control - Dept. 2350 decreasing Intra-Fund Revenue and increasing Transfer In by \$120,000; approved a budget adjustment for FY 20/21 for Tobacco Program - Dept. 4100 decreasing revenues by \$52,843, Services and Supplies by \$54,286 and Inter-fund expenses by \$1,557; and approved a budget adjustment for FY 20/21 for Indigent Burial - Dept. 5080 increasing Revenues and Other Charges by \$2,690.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.11** Approved an agreement with the California Department of Social Services to provide Resource Family Approval program services.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Human Resources**

- 2.12** Adopted Resolution No. 2021-082 approving a revised Alphabetical Listing of Classifications for Trinity County employees retroactively effective July 1, 2021.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Probation**

- 2.13** Approved a budget adjustment for FY 20/21 for Probation - Dept. 2400 increasing Transfers In Intrafund Expenses by \$25,000; and approved a budget adjustment for FY 20/21 for Community Corrections Realignment - Dept. 8499 increasing Transfers Out by \$25,000.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.14** Approved an agreement with Lexipol to provide policy manual maintenance and training bulletins.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Sheriff**

- 2.15** Approved a budget adjustment for FY 20/21 for Inmate Welfare Fund - Dept. 8556 increasing revenues and Services & Supplies by \$385.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.16** Approved an agreement with Center for Evaluation and Research, LLC to develop and provide training on a data collection system, develop Local Evaluation Plan and final Local Evaluation Report and monitor data in data collection system as it pertains to the BSCC Prop 64 Grant local evaluation plan.

**Motion:** Dan Frasier **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

## **10:00 AM Public Hearings**

### **Grants**

- 3.1** Conducted a public hearing to gather input on CDBG Program Income applications for an ADA upgrade to a public facility in Hayfork and facility improvements at a public facility in Weaverville; and adopted Resolution No. 2021-083 authorizing the County Administrative Officer (CAO) or the Grants Coordinator to submit two program income grant application(s) under the 2020-2021 State CDBG funding program and sign any grant agreements, amendments or any other documents necessary, if awarded.

Received comments from Grants Coordinator Suzi Kochems, Everett Harvey, and Veronica Kelly-Albiez.

**Motion:** Keith Groves **Second:** Jill Cox **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Solid Waste**

- 3.2** Conducted a public hearing to hear any objections or protest to the 2021/2022 Delinquent List for the Solid Waste Parcel Fee and adopted Resolution No. 2021-084 which confirms the list.

Received comments from Deputy Director of Solid Waste Diane Raider.

**Motion:** Jeremy Brown **Second:** Liam Gogan **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

## **Reports/Announcements**

- 4.1** I. Received reports from Director of Health and Human Services Liz Hamilton, Public Health Branch Director Marcie Cudziol, Director of Human Resources Shelly Nelson, Director of Building and Planning Kim Hunter, and Director of Transportation Rick Tippet.  
II. Received a report from County Administrative Officer Richard Kuhns.  
III. Received reports from Members of the Board of Supervisors.

## **County Matters**

### **Health and Human Services**

- 5.1** Ratified the Director of Emergency Services proclamation and confirmed the existence of a local emergency in Trinity County pertaining to drought conditions.

Received comments from Environmental Health Director Kristy Anderson, Grants Coordinator Suzi Kochems, and John Brower.

**Motion:** Keith Groves **Second:** Dan Frasier **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Human Resources**

- 5.2** Modified the departmental allocation list for Administration - Grants Division to read: Two (2) Program Manager or Grants Coordinator I/II effective August 3, 2021.

Received comments from Director of Human Resources Shelly Nelson, County Administrative Officer Richard Kuhns, Grants Coordinator Suzi Kochems, and Director of Building and Planning Kim Hunter.

**Motion:** Jill Cox **Second:** Liam Gogan **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 5.3** Modified the departmental allocation list for Health & Human Services - Public Health Division to read: Three (3) Public Health Nurse I/II, or Community Health Nurse I/II, or Public Health Nursing Supervisor and Three (3) Health Education Specialist I/II, or Community Health Worker I/II effective August 3, 2021.

Received comments from Director of Human Resources Shelly Nelson.

**Motion:** Keith Groves **Second:** Liam Gogan **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### **Planning and Zoning**

- 5.4** Held an appeal hearing and upheld the Planning Commission's decision to grant an appeal of the Planning Director's decision to not issue Commercial Cannabis License #672 under Urgency Ordinance 1355. Assessor's Parcel Number 017-450-020-000. (CCL Applicant: Damon Libolt; Appellant: Planning Director Kim Hunter.)

Received comments from Director of Planning and Building Kim Hunter, Anna Wright, Jennifer Hill, Tom Ballanco, Chriss Williams, Deidre Brower, Veronica Kelly-Albeiz, and Lisa Wright.

**Motion:** Liam Gogan **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Gogan, Groves

**Recused:** Brown

- 5.5** Received an update on the Commercial Cannabis Program from Director of Building & Planning Kim Hunter.

Received comments from Anna Wright.

### **Sheriff**

- 5.6** Approved a budget adjustment for FY 20/21 for Animal Control - Dept. 2350 decreasing revenues by \$7,897, Salary & Benefits by \$1,144 and Other Charges by \$80 and increasing Services & Supplies by \$837, Inter-fund Expenses by 1,346 and Intra-Fund Expenses by \$1,944; and approved a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$10,800.

Received comments from Business Manager Mary Treece.

**Motion:** Keith Groves **Second:** Jeremy Brown **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 5.7 Approved a budget adjustment for FY 20/21 for Coroner - Dept. 2110 increasing Services & Supplies by \$5,000; and approved a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$5,000.

Received comments from Business Manger Mary Treece.

**Motion:** Jill Cox **Second:** Liam Gogan **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 5.8 Considered a budget adjustment for FY 20/21 for Jail Health - Dept. 2301 decreasing revenues by \$127,640, and Services & Supplies by \$49,681, and increasing Salary & Benefits by \$1,041, and Inter-fund Expenses by \$4,000; and considered a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$83,000.

Received comments from Business Manager Mary Treece.

Approve a budget adjustment for FY 20/21 for Jail Health - Dept. 2301 decreasing revenues by \$127,640, and Services & Supplies by \$49,681, and increasing Salary & Benefits by \$1,041, and Inter-fund Expenses by \$4,000; and approve a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$83,000.

**Motion:** Jeremy Brown **Second:** Keith Groves **Failed due to passing of a subsequent motion**

Approved a budget adjustment for FY 20/21 for Jail Health - Dept. 2301 decreasing revenues by \$127,640, and Services & Supplies by \$49,681, and increasing Salary & Benefits by \$1,041, and Inter-fund Expenses by \$4,000; and approved a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$83,000, with direction to review allowable uses of American Rescue Plan Funds in place of General Plan Contingency Fund.

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

- 5.9 Approved a budget adjustment for FY 20/21 for Search & Rescue - Dept. 2270 increasing Services & Supplies by \$3,380; and approved a budget adjustment for FY 20/21 for Contingency - Dept. 9901 decreasing appropriations by \$3,380.

Received comments from Business Manger Mary Treece.

**Motion:** Keith Groves **Second:** Jill Cox **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves



## Closed Session

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

No. of Cases: Two

Terry Mines v. Trinity County (Trinity County Superior Court Case No. 20CV082); and  
Terry Mines v. Trinity County (Trinity County Superior Court Case No. 20CV036)

No reportable action taken.

**Recused:** Brown

## SUBSEQUENT

### 7.1 Moved to discuss and took action to add a letter regarding a moratorium on the removal of beavers and beaver dams in Trinity County, and found that the need to take immediate action came to the attention of the Board subsequent to the agenda being posted. The urgency is the letter must be submitted by August 5th for consideration.

**Motion:** Liam Gogan **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

Authorized the Chairman to sign a letter to the California Department of Fish and Wildlife Director regarding a requested moratorium on the California Department of Fish and Wildlife removal of beavers and beaver dams on private property in Trinity County.

Received comments from Lisa Wright and John Brower.

**Motion:** Liam Gogan **Second:** Keith Groves **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

### 7.2 Moved to discuss and took action to add a letter regarding drought assistance in Trinity County, and found that the need to take immediate action came to the attention of the Board subsequent to the agenda being posted. The urgency is the drought conditions are worsening daily and residents are in need of aid.

**Motion:** Liam Gogan **Second:** Dan Frasier **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

Authorized the Chairman sign a letter regarding the Whiskeytown Drought Action EA.

Received comments from Deputy Clerk of the Board Emma Purvis and Diedre Brower.

**Motion:** Keith Groves **Second:** Liam Gogan **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 7.3** Moved to discuss and took action to ratify the Director of Emergency Services' proclamation and confirm the existence of a local emergency, and found that the need to take immediate action came to the attention of the Board subsequent to the agenda being posted. The urgency is that without confirmation, the proclamation will expire and the conditions are likely to continue.

**Motion:** Jill Cox **Second:** Keith Groves **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

Ratified the Director of Emergency Services' proclamation and confirmed the existence of a local emergency in the County of Trinity pertaining to the extreme peril to the safety of person and property caused by local fires.

Received comments from Director of Health and Human Services Liz Hamilton.

**Motion:** Jill Cox **Second:** Liam Gogan **Carried**  
Ayes: Brown, Cox, Frasier, Gogan, Groves

## Adjourn

### TRINITY COUNTY BOARD OF SUPERVISORS

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Jeremy Brown, Chairman  
Board of Supervisors,  
County of Trinity.  
State of California

Attest:

Richard Kuhns, Psy.D  
Clerk of the Board of Supervisors

By:

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Deputy