TRINITY LOCAL AGENCY FORMATION COMMISSION
February 18, 2020 at 4:00 p.m.
Trinity County Library meeting room, Weaverville

MINUTES

These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken.

1. CALL TO ORDER/ROLL CALL
Chair Morris called the meeting to order at 4:05 p.m.
Members present: Evan Barrow, Anna Burke, John Fenley, Pat Frost, Keith Groves, and Judy Morris.
Members absent: Bobbi Chadwick, Alternate
Staff Present: Colette Metz Santsche, Executive Officer; Kathy Bull, Administrator/Clerk

2. PRESENTATIONS/ANNOUNCEMENTS
Certificate of Recognition to John Jelicich
Former Executive Officer John Jelicich was provided a Certificate of Recognition for his years of service with Trinity LAFCo. The Commissioners, staff and Mike McHugh from Trinity Center thanks Mr. Jelicich for his service.

3. CONSENT CALENDAR
A. Approval of Minutes from December 10, 2019 Commission Meeting

Motion to approve the minutes was presented by Commissioner Groves, seconded by Commissioner Fenley and passed by the following votes:
Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
Noes: None
Abstain: None
Absent: None

4. PUBLIC COMMENT OPPORTUNITY
There were no comments received from the public.

5. PUBLIC HEARINGS
A. Coffee Creek Volunteer Fire District MSR & SOI Update
Ms. Metz Santsche discussed the Municipal Service Review (MSR) and explained the mandate to review Spheres of Influence (SOI) every five years or as necessary. After discussion and questions from the Commissioners, Chair Morris opened the Public Hearing and hearing to public comments, closed the Public Hearing.

Motion to adopt Resolution Number 2020-01, thereby approving the Coffee Creek VFD MSR/SOI update, was presented by Commissioner Groves, seconded by Commissioner Fenley and passed by the following roll call votes:
Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
Noes: None
Abstain: None
Absent: None
B. Trinity Center Community Services District MSR & SOI
Ms. Metz Santsche explained there had been a couple of annexations prior to this update. Chair Morris opened the Public Hearing. Mike McHugh from Trinity Center CSD stated he appreciated the report that was completed. After discussion and questions from the Commissioners, Chair Morris closed the Public Hearing.
Motion to adopt Resolution Number 2020-02, thereby approving the Trinity Center CSD MSR/SOI update, was presented by Commissioner Frost, seconded by Commissioner Barrow and passed by the following roll call votes:
Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
Noes: None
Abstain: None
Absent: None

6. NEW BUSINESS
A. Selection of Vice Chair
   Motion to nominate Commissioner Frost as Vice-Chair was presented by Commissioner Fenley, seconded by Commissioner Groves and passed by the following votes:
   Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
   Noes: None
   Abstain: None
   Absent: None

7. OLD BUSINESS
A. Special District Member Appointment Process Update
Ms. Metz Santsche provided information regarding vacancies attributed to the resignation of Commissioners Bill Britton and Clarence Rose. Staff will be mailing a letter requesting nominations and election procedures.

B. 2020 Planned Commission Meeting Schedule Change
   There was discussion regarding various options for the Commission Meeting Schedule.
   Option B suggested meeting on the 3rd Tuesday of every other month.
   Motion to approve Option B was presented by Commissioner Groves, seconded by Commissioner Frost and passed by the following votes:
   Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
   Noes: None
   Abstain: None
   Absent: None

C. Review Financial Mid-Year Report
   The Commission was provided with a review of the mid-year finances.
   Motion to accept the budget report as provided was presented by Commissioner Fenley, seconded by Commissioner Groves and passed by the following votes:
   Ayes: Burke, Barrow, Fenley, Frost, Groves, Morris
   Noes: None
   Abstain: None
   Absent: None

D. Commission Policies and Procedures Update – Section 1. and Section 2.

   After discussion regarding the contingency section, staff was directed by the Commission
to bring back both sections with changes at the next meeting.

8. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE
Ms. Metz Santsche informed the Commission that the Special Districts had been sent information regarding the ability to approve a resolution of hardship if unable to afford the cost of a website according to the new SB929 requirements. Also mentioned was Coffee Creek is looking into reducing their Board.

9. COMMISSIONERS' COMMENTS
Commissioner Fenley mentioned Post Mountain is getting it together. Commissioner Groves thanked staff for working with Coffee Creek, Commissioner Frost thanked staff for the responsiveness with the updates. Chair Morris suggested a phone orientation for the two new Commissioners.

10. ADJOURNMENT
There being no further business. Chair Morris adjourned the meeting at 5:27 p.m.

ATTEST:  

Kathy Bull  
Administrator/Clerk

APPROVED:  

Judy Morris  
Chair

DATE: 4/28/2020  
DATE: 4/27/2020