

TRINITY LOCAL AGENCY FORMATION COMMISSION

February 22, 2023

Trinity County Library Meeting Room

351 Main Street, Weaverville

MINUTES

HYBRID In-Person and Virtual Teleconference

*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. Votes are shown in abbreviated format when unanimous (Ayes-Noes-Abstain).*

1. **CALL TO ORDER/ROLL CALL**

A. Roll Call

Executive Officer Santsche called the meeting to order at 4:59 p.m.

Members present: Commissioners Evan Barrow (Zoom), Dan Frasier, Liam Gogan, Andrew Johnson, Joseph Kasper and Alternate Commissioners Todd Corbett and Jake Grossman-Crist\*.

Members absent: Commissioners Anna Burke, Heidi Carpenter-Harris, and Alternate Commissioner Ric Leutwyler.

Staff Present: Colette Santsche, Executive Officer (EO).

*\*Seated as voting member*

B. Acknowledge New County Member Appointments

EO Santsche introduced herself, welcomed the newly appointed County Members to the Commission and thanked them for their interest and service on LAFCo.

C. Chair and Vice-Chair Selection

EO Santsche provided information on the past chair and vice-chair for the Commission and called for nominations.

**Motion** to appoint Commissioner Carpenter-Harris as Commission Chair for the remainder of the 2023 calendar year was presented by Commissioner Gogan, seconded by Commissioner Kasper, and passed by 7-0-0 roll call vote.

**Motion** to appoint Commissioner Frasier as Vice Chair for the remainder of the 2023 calendar year was introduced by Commissioner Kasper, seconded by Commissioner Johnson, and passed by 7-0-0 roll call vote.

Vice Chair Frasier began serving as presiding officer for the remainder of the meeting.

2. **PRESENTATIONS/ANNOUNCEMENTS**

No presentations were presented.

3. **CONSENT CALENDAR**

A. Approval of Minutes from the December 18, 2022 Commission Meeting

B. Authorizing Teleconferencing of Meetings in accordance with AB 361

Commissioners Frasier and Johnson noted that they were not in attendance at the December 20, 2022 meeting but did review the minutes.

**Motion** to approve the consent calendar was presented by Commissioner Kasper, seconded by Commissioner Barrow, and passed by 7-0-0 roll call vote.

#### **4. PUBLIC COMMENT OPPORTUNITY**

There were no comments received from the public.

#### **5. PUBLIC HEARINGS**

##### **A. Hayfork Fire Protection District MSR/SOI Update (continued from December 20, 2022)**

EO Santsche introduced the staff report and noted that the Commission reviewed the Draft Municipal Service Review and Sphere of Influence (MSR/SOI) Update at the prior Commission meeting in December 2022. Changes have been noted in redline/strikeout including the determinations which were not presented at the last meeting. EO Santsche provided a brief overview of Municipal Service Reviews that are prepared to evaluate the availability, capacity and efficiency of local governmental services prior to adopting or amending Spheres of Influence for each special district in Trinity County. Staff is proposing a coterminous Sphere of Influence for Hayfork Fire Protection District (FPD) which indicates that no annexations are anticipated in the next five years. However, there is a potential opportunity for Hayfork FPD and Post Mountain Public Utility District (PUD) to consolidate in the future. Hayfork FPD answers calls for service in the Post Mountain-Trinity Pines area when they are able to due to the limited service capabilities of Post Mountain PUD but it is a long distance and available staffing is an ongoing concern.

Discussion was held by the Commission including the limited capacity of Post Mountain PUD and the need for increased capacity and funding to support adequate fire and emergency response services in the area. It was noted that Hayfork FPD is already responding to Post Mountain so it could be beneficial if they could extend their special tax to the Post Mountain area, providing a reliable revenue source to support service enhancements and capacity building efforts. Additionally, the population for Post Mountain has increased substantially which may lead to a higher demand for services. Additional discussion included noting the large difference between the boundary area noted by Hayfork FPD and GIS analysis, requesting that updated call data for 2021 and 2022 be added to the current MSR/SOI update, and that obtaining Hmong interpreters may assist with volunteer fire fighter recruitment in the Post Mountain area.

EO Santsche stated that the Post Mountain MSR/SOI Update is next on the schedule. During this review staff will look closely at the long-term viability of the District and evaluate potential consolidation and successor agencies for both fire and road maintenance services.

**Motion** to adopt the Hayfork Fire Protection District MSR/SOI Update with the addition of recent years' call data was presented by Commissioner Kasper, seconded by Commissioner Johnson, and passed by 7-0-0 roll call vote.

#### **6. NEW BUSINESS**

##### **A. Submittal of Form 700**

EO Santsche requested that current Commissioners and Alternates submit their Form 700's as soon as possible. It was noted that Form 700s for County members can be obtained from the County Administrative office. It was also clarified when a Form 700 needs to be filed for individuals assuming and leaving office.

##### **B. Ethics Training Requirements**

EO Santsche informed the Commission of the ethics training requirements and noted that electronic submittal of the certificate is accepted.

#### **7. OLD BUSINESS**

##### **A. Mid-Year Financial Report for Fiscal Year 2022-23**

EO Santsche provided a brief overview of the Trinity LAFCo budget which is funded evenly between the County and special districts. Expenses include staffing services and MSR/SOI updates. Currently

it appears that the Commission is on track to meet projected budgeted expenses. LAFCo is currently underfunded and relies on reserves to compensate for the gap in funding. Commissioners asked if a regular percentage increase could be included every year to help decrease the gap in funding and EO Santsche stated that could be done.

*Commissioner Gogan left at 5:35 p.m.*

**B. AB 2449 for Remote Meeting Access**

EO Santsche noted that the state of emergency ends on February 28, 2023 and the Commission will need to return to in-person meetings. Going forward, members of the Commission can attend remotely under AB 2449 which only allows remote participation two times per year. The Commission is no longer required to adopt a resolution for remote meetings but may opt to adopt official policy regarding AB 2449.

**C. Expiring Commissioner Terms in 2023**

EO Santsche introduced the staff report and provided a brief overview of upcoming vacancies which include the public and alternate public member seats. Staff is seeking direction to submit a notice of vacancy to the local newspaper and post on the Commission’s website. Vice-Chair Frasier directed staff to proceed with noticing.

**8. EXECUTIVE OFFICER’S REPORT/CORRESPONDENCE**

**A. Certificate of Appreciation for outgoing Commissioners Jeremy Brown and Jill Cox**

EO Santsche thanked the outgoing commissioners and shared her appreciation for their service on the LAFCo Commission.

**9. COMMISSIONERS’ COMMENTS**

Commissioner Barrow asked about a certificate of appreciation for Keith Groves and it was noted that this was presented at the prior Commission meeting.

**10. ADJOURNMENT**

There being no further business, Vice Chair Frasier adjourned the meeting at 5:39 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Colette Santsche  
Executive Officer

\_\_\_\_\_  
Dan Frasier  
Vice-Chair

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_