

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 Jelichich

Former Executive Officer John Jelichich 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. Jelichich 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:

APPROVED:

Kathy Bull
Administrator/Clerk

Judy Morris
Chair

DATE: _____

DATE: _____