APPROVED AS AMENDED
APPROVED 12/16/2025

BOARD OF SUPERVISORS

ALPINE COUNTY
Board Chambers
County Administration Building
Markleeville, CA 96120
Telephone (530) 694-2281

MINUTES
November 18, 2025

1. CALL TO ORDER REGULAR MEETING

Chair Dobson called the Regular Meeting to order at 9:00 AM with Supervisors Mecak, Griffith, Dobson, and Woodrow present. Supervisor Jim was absent.

2. OPEN SESSION - PLEDGE OF ALLEGIANCE

3. ORAL COMMUNICATION - GENERAL PUBLIC COMMENT

Executive Arts and Culture Director January Riddle announced upcoming events; a holiday poster contest and holiday craft fair on December 6, 2025.

Alpine County resident Lenny Sue Tinseth commented on ongoing incidents with Rite of Passage (ROP). Tinseth requested the petition be reviewed in public at the January 6, 2026, Board meeting, with a response to the public. Supervisor Griffith spoke in favor of Tinseth's request, while Supervisor Mecak spoke in opposition to discussing legal strategies in open session, but suggested passing an ordinance. Supervisor Woodrow spoke in opposition to Tinseth's request. Interim CEO/County Counsel Charles McKee stated that legal discussions related to the petition must be in a closed session, but non-legal approaches could be discussed publicly. Board consensus was to hold a closed session on December 16, 2025, to decide on litigation, and to hold an open session on January 6, 2026, to respond to the public.

Alpine County resident Carol Carlson read a letter of complaint mailed to the State related to the ROP incident and distributed a copy to the Board.

4. DEPARTMENT ANNOUNCEMENTS

4.1. Update from the Community Development Director and County Wildfire Projects Coordinator on the County's CAL FIRE grants providing funding for work at the biomass collection site at Turtle Rock Park. – Community Development Director

Wildfire Project Coordinator Clint Celio passed out presentation materials to the Board. Celio gave a report on the conclusion of the burn season; reported 500-700 loads burnt for the season; a budget of $50,000 to fund the season and $380,000 left in the grant but clarified that the amount of funds for new equipment was allocated.

In response to Supervisor Mecak's question related to un-tarped loads and Noxious weeds, Celio stated the concern would be considered, and future burn pile requirements would detail restrictions.

In response to Supervisor Griffith's question related to equipment costs, Celio stated that the $50,000 budget included the charge for using equipment.

Director of Finance Klaus Leitenbauer gave a report on activities in the Finance Department. Leitenbauer reported on auditors scheduled for December 2025, property taxes due, an upcoming presentation of the Transient Occupancy Tax (TOT) report. Community Development Director Sam Booth explained an upcoming ordinance to enforce a state bill that would keep short-term rentals in compliance with state regulations. Leitenbauer reported an ~~decrease~~ increase in TOT from last year.

Public Health Officer Dr. Richard Johnson announced a supply of free at-home COVID and flu tests available at the Public Health Department.

Economic Development Director/Public Information Officer JT Chevallier gave an update on the Chamber of Commerce discussions with the ad-hoc committee and continued Item 10.5 until the next Board meeting, citing the need for further discussions.

5. ADMINISTRATIVE ANNOUNCEMENTS

Interim CEO/County Counsel Charles McKee gave no report.

6. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

Supervisor District 1 Charles Dobson stated a reminder that the December 2, 2025, Board Meeting was canceled.

Supervisor District 2 Evan Mecak gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events. Supervisor Mecak requested the invitation of the Interim Alpine County School Superintendent, Bill Roderick, to the December 2025 Board meeting to speak as an agenda item; Board consensus approved.

Supervisor District 3 Irvin Jim was absent.

Supervisor District 4 Terry Woodrow gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events.

Supervisor District 5 David Griffith gave an update regarding county business, meetings attended related to appointed commissions and committees and upcoming events. Supervisor Griffith requested adding items related to ordinance discussion at the December 16, 2025, Board meeting. The Board's consensus was to add the items to the January 6, 2026, Board meeting. Supervisor Griffith requested a status update to the strategic plan from staff and an update for the governance manual.

7. CONSENT AGENDA

MOTION David Griffith / SECOND Terry Woodrow approving the Consent Agenda as follows:
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

7.1. Regular meeting minutes of 11/04/2025. – County Clerk

7.2. Special meeting minutes of 11/07/2025. – County Clerk

7.3. County Claims. – Director of Finance

7.4. Behavioral Health Clinical Manager Job Description (U37 $8,105 - $9,851) and add the position to the Health and Human Services position allocation list; eliminate the Behavioral Health Deputy Director position (U32). – Health and Human Services Deputy Director

7.5. **Contract No. CC2025-68 Amendment No. 1 to Contract No. CC2025-32** for the purposes of AI disclosure requirements retroactively to April 1, 2025, and required by the State of California. – Economic Development Director

7.6. **Contract No. CC2025-69 Amendment No. 1 to Contract No. CC2025-58** Specialized Forensic Services Agreement with County of El Dorado by adding pediatric death investigation pricing to Exhibit B. - Sheriff

8. PUBLIC HEARINGS

None

9. REGULAR AGENDA – UNFINISHED BUSINESS

9.1. Review and approve sending letter to Kevin Gaines, Deputy Director of Community Care Licensing as a follow-up to the letter sent on October 22, 2025.

Assistant County Counsel Melissa Shaw introduced the purpose of the follow-up letter to elicit a response from the State.

Supervisor Griffith voiced support in favor of sending follow-up correspondence. Alpine County resident Lenny Sue Tinseth commented on the importance of having a plan if the State does not respond. Supervisor Mecak voiced support in favor of the letter and presented a flow chart displaying the chain of command in Kevin Gaines' office. Interim CEO/County Counsel stated the Board could discuss the next steps to take in the January 2026 meeting.

MOTION David Griffith / SECOND Evan Mecak approving sending a letter to Kevin Gaines, Deputy Director of Community Care Licensing as a follow-up to the letter sent on October 22, 2025.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

10. REGULAR AGENDA – NEW BUSINESS

10.1. Presentation from El Dorado Agricultural Commissioner, LeeAnne Mila, on the annual crop report for Alpine County. – Economic Development Director

El Dorado Agricultural Commissioner LeeAnne Mila presented the annual crop report for Alpine County and distributed a pamphlet to the Board.

10.2. Continued update and presentation by USDA Forest Service regarding issues affecting Alpine County. (Ref. 04/18/2023 and continuing the second meeting of each month) - County Clerk

Chair Dobson read an update written by USDA Forest Ranger Matt Zumstein.

Zumstein wrote that the Forest Service was back to work; all contractor work was complete at Monitor Pass; recreational facilities were closed for the season, and a disc golf project was underway.

10.3. Request approval of a contract with ECOnorthwest for the purpose of conducting an Economic Impact Analysis of Recreation for Inyo, Mono and Alpine Counties in the amount not to exceed of $175,000.00 with a term of August 31, 2026. – Economic Development Director

Economic Development Director JT Chevallier introduced the item as a subsequent action after receiving a $204,050 grant from the State Catalyst Program for Sierra Jobs First. Chevallier gave an update and information on the contract details and staff involved with implementation; Chevallier noted term date corrections to be made and addressed concerns related to time frame and that the contract would not exceed $175,000.

In response to Supervisor Griffith's question related to additional insurance coverage for subcontractors, Chevallier stated the subcontractors were covered.

In response to Supervisor Mecak's question related to the work process, Chevallier explained the proposal, collaboration with consultants, and research into the ECOnorthwest product.

MOTION David Griffith / SECOND Terry Woodrow approving Contract No. CC2025-70 with ECOnorthwest for the purposes of conducting an Economic Impact Analysis of Recreation for Inyo, Mono and Alpine Counties in the amount not to exceed of $175,000 with a term of August 31, 2026, as amended.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

10.4. Request approval of a Purchase, Sale, and Donation Agreement between Western Rivers Conservancy and the County of Alpine for the purchase of 1,687.7 acres of land in Alpine County (APN(s): 002-330-012; 002-330-011; 002-330-013; 002-260-002; 002-250-009; 002-250-012; 002-340-002; and 002-300-003) for $100 and the donation of 1.91 +/- acres (APN: 002-320-007); and also requesting approval of a quitclaim deed from Park Ranch Holdings, LLC accepting the donation of 3.01 +/- acres (APN: 002-280-001); and authorizing the CEO to execute the agreement, associated quitclaim deeds, and other associated legal documents; and including approval of a Notice of Exemption from the California Environmental Quality Act. – Community Development Director

Community Development Director Sam Booth explained the purpose of the item and distributed a letter from Park Ranch and exhibits showing parcels. Booth explained the background of the agreement with Western Rivers and updated the Board on the status of obtaining the land. Booth explained the letter and that a $100 payment from the County was required for the grant application provided to the Conservation Board. Once approved, Western Rivers Project Manager Susanna Danner would complete the grant application. Booth explained the process of transferring water rights to the property; clarified that water rights were never transferred.

Danner gave an update on the Water Conservancy Board's use of funds from Proposition 4: fish and habitat protection and wildfire resiliency. Danner stated that the State was requesting an application for funding and that the project was competitive with public support needed.

In response to Supervisor Griffith's question on water rights, Danner and Booth stated that a list of claims of water rights could be added to the contract.

MOTION David Griffith / SECOND Evan Mecak approving Contract No. CC2025-71 between Western Rivers Conservancy and the County of Alpine for the purchase of 1,687.7 acres of land in Alpine County (APN(s): 002-330-012; 002-330-011; 002-330-013; 002-260-002; 002-250-009; 002-250-010; 002-340-002; and 002-300-003) for $100 and the donation of 1.91 +/- acres (APN: 002-320-007); and also requesting approval of a quitclaim deed from Park Ranch Holdings, LLC accepting the donation of 3.01 +/- acres (APN: 002-280-001); and authorizing the CEO to execute the agreement, associated quitclaim deeds, and other associated legal documents; and including approval of a Notice of Exemption from the California Environmental Quality Act, as amended.
AYES: Charles Dobson, Terry Woodrow, David Griffith, Evan Mecak;
ABSENT: Irvin Jim;
MOTION PASSED.

10.5. Request approval of a contract with Alpine County Chamber of Commerce in the amount of $65,000.00 for the term ending June 30, 2026, for the purpose of providing visitor information, business support and marketing for Alpine County. – Economic Development Director

Economic Development Director JT Chevallier explained the item would be continued until the next meeting to provide time for the ad-hoc committee to further discuss the contract.

10.6. Adopt a resolution recognizing November 17-21, 2025, as California Clerk of the Board of Supervisors Week. – Supervisor District 1

Chair Dobson read the resolution adopting November 17-21, 2025, as California Clerk of the Board of Supervisors Week.

MOTION Evan Mecak / SECOND Terry Woodrow adopting Resolution No. R2025-35 recognizing November 17-21, 2025, as California Clerk of the Board of Supervisors Week.

11. ADJOURN TO ANY OF THE FOLLOWING AGENCIES FOR WHICH THE BOARD OF SUPERVISORS SITS AS OFFICERS: BOARD OF EQUALIZATION, LOCAL TRANSPORTATION COMMISSION, WATER AGENCY

The Board adjourned to the Local Transportation Commission at 11:00 AM.

12. CLOSED SESSION

12.1. Conference with Labor Negotiator – (GC § 54954.5 and 54957.6) Agency Designated Representatives: Charles McKee Interim CEO/County Counsel, Sarah Simis Assistant CEO to Personnel and Risk; Employee Organizations; Deputy Sheriff's Association (DSA) – Assistant CEO to Personnel and Risk Management

No reportable action was taken.

13. ADJOURNMENT

The Board adjourned to the next regular meeting of December 16, 2025, at 9:00 AM at Alpine County Government Center, 99 Water Street, Markleeville, California.

Charles Dobson
Charles Dobson (Dec 17, 2025 09:16:07 PST)

Charles Dobson, Chair, Board of Supervisors
County of Alpine, State of California

ATTEST:

MA
Miriam Andrade (Dec 19, 2025 15:09:42 PST)

Teola L. Tremayne, County Clerk & ex officio
Clerk of the Board of Supervisors
By: Miriam Andrade, Deputy County Clerk

A complete audio/video recording of this meeting is available on the County website
www.alpinecountyca.gov