Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, April 15, 2024
8:30 AM

Humboldt County Courthouse Meeting Room 201
50 West Fifth Street, Winnemucca, Nevada 89445

All times on this agenda are approximate. Consideration of items may require more or less time than is scheduled. Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on the agenda; however, no action may be taken on Matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. All public comment may be limited to three (3) minutes per person, at the discretion of the Commission.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT:

   General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Individual comments will be limited to three (3) minutes.

4. APPROVAL OF MINUTES (FOR POSSIBLE ACTION)

   Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October 15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June

25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16,2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), March 7, 2022, March 21, 2022; March 25, 2024; and March 26, 2024. Discussion and possible action.

4.A) Minutes

HCC032122unapprovedUNOFFICIAL.pdf
HCC040124unapprovedUNOFFICIAL.pdf
HCC092021unapprovedUNOFFICIAL.pdf
HCC112221unapprovedUNOFFICIAL.pdf
HCCBudget032524unapprovedUNOFFICIAL.pdf
HCC010322unapprovedUNOFFICIAL.pdf
HCC012422RetreatunapprovedUNOFFICIAL.pdf
HCC030722unapprovedUNOFFICIAL.pdf

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR APRIL 1, 2024 THROUGH APRIL 15, 2024 (FOR POSSIBLE ACTION)

6. MORMON CRICKET AND MOSQUITO/BLACK FLY MITIGATION UPDATE (FOR INFORMATION ONLY)

Representatives from the Nevada Department of Agriculture, Vector Disease Control International and local representatives will present updates on insect control within Humboldt County.

6.A) Mormon Cricket/Insect mitigation update

Agenda Request - Insect abatement update.pdf

7. BUREAU OF LAND MANAGEMENT REQUEST TO SUPPORT THE 2024 NEVADA WILDFIRE AWARENESS CAMPAIGN PROCLAMATION (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to support the BLM's Nevada Wildfire Awareness Campaign Proclamation for May 2024. Discussion and possible action.

7.A) BLM -WF Proclamation 2024

Humboldt County Agenda Request BLM WF Proclamation_2024.pdf

8. GREAT BASIN COLLEGE REQUEST FOR A COMMUNITY SUPPORT GRANT TO BE APPLIED TO FACILITY FEES (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval for a Community Support Grant to be used for fees at the Winnemucca Events Complex in an amount not to exceed $1,500 for Great Basin College's 2024 Commencement Ceremony. Discussion and possible action.

8.A) Great Basin College request
GBC Agenda Request.pdf

9. ECONOMIC DEVELOPMENT: UPDATE ON ECONOMIC DEVELOPMENT ACTIVITIES IN HUMBOLDT COUNTY AND NOTICE OF TRAVEL (INFORMATION ONLY)

Project updates from NV Energy, SSR Marigold Mine, Solidus Resources and, Economic Development Officer overview of NV 95-80 RDA and Notice of Travel. Information only.

9.A) Economic Development updates
24Apr15_EconomicDevelopment_Update_Agenda Request.pdf

10. COMPTROLLER: FINANCIAL REPORT (INFORMATIONAL ONLY)

Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2024 (July 1, 2023 through June 30, 2024), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Information Only.

11. CLERK'S OFFICE: REQUEST USE OF THE COUNTY MEETING ROOM FOR THE 2024 PRIMARY ELECTION AND TO CALL A SPECIAL MEETING TO CANVASS AND CERTIFY ELECTION RESULTS (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve the Clerk's Office use of the County Meeting Room for the 2024 Primary Election activities for the period of May 21, 2024, through June 20, 2024, and for the Humboldt County Board of Commissioners to call a special meeting for Friday, June 21, 2024, for canvass and certification of the election. Discussion and possible action.

11.A) Clerk's Request
Staff Agenda Report - Meeting Room P24.pdf

12. DESERT MOUNTAIN SURVEY: REQUEST TO WAIVE DEVELOPMENT STANDARDS FOR MITCHELL (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of a request to waive the development standards pursuant to HCC 16.32.170 for Chris and Sonya Mitchell’s Parcel Map, PH-23-04, specifically the requirement for paving, curb gutter and sidewalks on 300 feet of Ada Vista Drive. Currently Ada Vista Drive is a graveled road. Discussion and possible action.

12.A) Desert Mtn. Survey-Mitchell Request
Staff Agenda Request for Mitchell_PH-23-04.pdf

13. 10:00 A.M. PUBLIC HEARING: A REZONE APPLICATION SUBMITTED BY REGIONAL PLANNING COMMISSION ON BEHALF OF DAVID AND SANDRA SCHIRRICK (FOR POSSIBLE ACTION)

    Consideration, discussion and possible approval for RZ-24-04; A rezone application submitted by Regional Planning Commission on behalf of David and Sandra Schirrick to change the C (Commercial) zoning designation to GC (General Commercial) zoning designation on property located at 5705, 5725 and 5745 Rowan Way; assessor's parcel #'s 13-0043-33, 34 and 25. Discussion and possible action.

    13.A) Schirrick
    RZ-24-04_Schirrick.pdf

14. PUBLIC WORKS DEPARTMENT: REQUEST TO APPROVE AN AGREEMENT WITH LARRY GRANT (FOR POSSIBLE ACTION); GENERAL ROAD PROJECTS (FOR INFORMATION ONLY)

    A. Consideration, discussion and possible approval of an agreement with Larry Grant, Grant's H2O LLC, as the Contracted Certified Operator for Gold Country Water System. Discussion and possible action.

    B. A presentation by Humboldt County Public Works Director Dan Ferraro to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.

    14.A) PW - Certified Operator Agreement
    Staff Report -GCW change in Certified Operator 4-1-2024.pdf

15. SHERIFF: LIQUOR BOARD (FOR POSSIBLE ACTION)

    Undersheriff Damon Kuskie is requesting to convene the Humboldt County Liquor Board. Consideration, discussion and possible approval of the attached liquor license application. Discussion and possible action.

    15.A) Liquor Board
    Staff Report - Special Liquor License-Winnemucca Trap Club 2024.pdf

16. WINNEMUCCA EVENTS CENTER: REQUEST TO WAIVE ATTRITION POLICY AND TO UPGRADE SECURITY CAMERAS (FOR POSSIBLE ACTION)

    A. Consideration, discussion and possible action to waive the attrition policy to hire for the position of Administrative Clerk II position. Discussion and possible action.
    B. Consideration, discussion and possible action to approve the proposal from Desert Hills Fire & Security Systems in an amount not to exceed $24,900 to upgrade and add additional security cameras at the Event Center and Pavilion. Discussion and

possible action.

16.A) WCVA - Attrition and Camera requests
WCVA - Agenda Request Waiver of Attrition.pdf
Agenda Request WEC Security Camera System.pdf

17. BUILDINGS & GROUNDS - REQUEST FOR APPROVAL TO ACCEPT RFP FOR THE OROVADA COMMUNITY HALL HVAC (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to accept the RFP packet for the Orovada Community Hall HVAC engineering plans. Discussion and possible action.

17.A) RFP - Orovada Community Hall HVAC
Staff Report- Orovada Community Hall Center HVAC Engineering Plans RFP and supporting documents.pdf

18. HUMAN RESOURCES: REQUEST TO ENTER INTO AN AGREEMENT WITH A RECRUITING AGENCY TO FIND SUITABLE CANDIDATES FOR THE POSITION OF COMPTROLLER (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to enter into an agreement with a recruiting agency, per the attached staff report, to find suitable candidates to fill the position of Comptroller. Discussion and possible action.

18.A) HR - Recruiting for Comptroller
Agenda Request - Recruiting Agencies for Comptroller Replacement.pdf

19. 2024-2025 WATER BUDGET APPROVALS FOR HUMBOLDT COUNTY (FOR POSSIBLE ACTION)

Consideration, discussion, and possible approval of the 2024-2025 Season Water Budgets as submitted by the State Engineer. Pursuant to NRS 533.280, each year the State Engineer is responsible for preparing budgets estimating the amount of money necessary to pay the expenses of various stream systems throughout the state. The budgets are then submitted to each Board of County Commissioners for certification as required by NRS 533.285. The levy must be charged against each water user who has a permit to appropriate water or a perfected water right, and the charge against each water user must be based upon the proportion which their water right bears to the aggregate water rights in the subject hydrographic basin. Discussion and possible action.

19.A) Water Budget - 2024-2025
Staff Memo - Water Budget for 2024-2025 Season.pdf

20. COUNTY MANAGER: UPDATE RELATED TO INDIGENT DEFENSE SERVICES (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to review options and to authorize the County Manager to move forward with obtaining indigent defense services. Discussion and possible action.

20.A) County Manager - Indigent Defense Services
Staff Report - Indigent Defense 04152024.pdf

21. COUNTY MANAGER: DISCUSSION RELATED TO COMMISSIONERS INPUT ON POTENTIAL BILL DRAFT REQUESTS FOR NEXT YEAR'S LEGISLATIVE SESSION (INFORMATION ONLY)

Consideration and discussion to gather the Commissioners' input regarding potential Bill Draft Requests for the 2025 Nevada Legislative Session. Information only.

21.A) 2025 Legislative Session Discussion
Agenda Request for BDR Suggestions.pdf

22. MISCELLANEOUS REPORTS AND CORRESPONDENCE

1. Other information and upcoming meetings:

April 22, 2024 Humboldt County Board of Commissioners Special Meeting

April 23, 2024 Winnemucca City Council Meeting

May 6, 2023 Humboldt County Board of Commissioners Meeting

May 7, 2024 Winnemucca City Council Meeting

May 9, 2024 Regional Planning Commission Meeting

May 20, 2024 McDermitt General Improvement District Board Special Meeting

May 20, 2024 Humboldt County Board of Commissioners Meeting

May 21, 2024 Winnemucca City Council Meeting

2. Reports from Commissioners regarding other Boards and Committees on which they serve, including POOL/PACT Board, National Wild Horse & Burro Advisory Board, Nevada Association of Counties (NACO), Regional Airport Board, Humboldt River Basin Water Authority (HRBWA), Western Interstate Region (WIR), Legislative Interim Land Council, Humboldt Development Authority (HDA), Winnemucca Visitors & Convention Authority (WCVA), Hospital Board, Humboldt Foundation, Humboldt County Elk Planning Steering Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

23. FUTURE AGENDA ITEMS
    Whether an item will be placed on a future agenda will be subject to the chairman and/or legal counsel's determination.

24. PUBLIC COMMENT:

    Public Comments: General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Individual comments will be limited to three (3) minutes.

25. ADJOURNMENT

26. NOTICE:
    The County Commission may close the meeting to receive information from legal counsel pursuant to Nevada Revised Statutes 241.015.

    The public is welcome to attend the meeting electronically via Microsoft Teams or by appearing in person at the location at the time and date listed on the first page of this agenda. There will be a physical location for the meeting; however, the meeting may be accessed electronically through an internet connection at Microsoft Teams link located on the first page of this agenda.

    Staff reports and supporting material posted for the meeting are available on the Humboldt County website at https://www.humboldtcountynv.gov/ (click on the “Government” link on the home page) if that information was available when the agenda was posted. If the supporting material/ staff report is not included in the agenda packet, it is available to the general public at the same time the materials are provided to the Board. The administrative assistant at the County Manager's Office located at 50 West 5th Street, Winnemucca, Nevada, telephone number 775-623-6300 is the designated person from whom a member of the public may request the supporting material for this meeting and the County Manager’s Office is the location where the supporting material is available to the public.

Those present were Chairman Jim French, Commissioners Ken Tipton, Ron Cerri, Jesse Hill, and Tom Hoss, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero.

CALL TO ORDER: Chairman French called the regular meeting to order in the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

STAFF REPORT: Staff report provided to the Board (see attached).

PLEDGE OF ALLEGIANCE: All in attendance recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman French asked for public comment; none offered.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 9, 2020 (Special); September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 8, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 7, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; December 13, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), and March 7, 2022. No minutes submitted for consideration.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 8, 2022 THROUGH MARCH 21, 2022: The following motion was made by Commissioner Tipton:

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To approve the expenditures for Humboldt County for March 8, 2022 to March 21, 2022.

Commissioner Hoss asked about the format the expenditures were sent in as he had an issue opening on of the files. Comptroller Rackley responded noting that she had been able to access them but that she would work with Commissioner Hoss to determine the issue. Chairman French called Commissioner Tipton's motion to a vote and it passed unanimously.

CONSENT AGENDA (ANY ITEM APPEARING ON THE CONSENT AGENDA CAN BE PULLED DOWN AND DISCUSSED IN DETAIL): Board reappointments:

McDermitt Fire District - Hank Kershner – Appoint to Seat B with term to expire January 2, 2023 Ryan Murrah – Appoint to Seat C with term to expire January 2, 2023.

Orovada Fire District – Only 3 seats for Orovada Fire District -Walter Wilson – Appoint to Seat A with term to expire January 2, 2023 Bryce Brumley – Appoint to Seat C with term to expire January 2, 2023 Jess Frey – Appoint to Seat B with term to expire January 2, 2023.

Orovada General Improvement District - Chuck Knox – Appoint to Seat A with term to expire January 2, 2023 Troy Rodriguez – Appoint to Seat B with term to expire January 2, 2023 Don Mertens – Appoint to Seat C with term to expire January 2, 2023 Kyle Negus – Appoint to Seat D with term to expire January 2, 2023 Seat E Vacant**.**

Orovada Community Services - Tawnya Root – Appoint to Seat A with term to expire January 2, 2023 Seat B Clay Smith – Appoint to Seat B with term to expire January 2, 2023 Seat C Don Brumley – Appoint to Seat C with term to expire January 2, 2023 Seat D Vacant Seat E Jan Schade – Appoint to Seat E with term to expire January 2, 2023.

Humboldt Development Authority Board of Directors - Pat Gray (Real Estate) - Director, President with term set to expire June 30, 2026, Brad Shultz (Agriculture) Director - Vice-President with term set to expire June 30, 2024 Andree Rose (Finance/Banking) - Director with term set to expire June 30, 2024, Maria Anderson (Industrial – mining) – Director with term set to expire June 30, 2026 Harold Gudmundsen (Commercial) – Director with term set to expire June 30, 2026.

Kings River General Improvement District - Pat Morris – Appoint to Seat A with term to expire January 2, 2023 Diana Lopez - Appoint to Seat B with term to expire January 2, 2023 Danica Lopez – Appoint to Seat D with term to expire January 2, 2023 Martha Lopez – Appoint to Seat C with term to expire January 2, 2023 Seat E – Vacant.

Wildlife Advisory Board - Tom Cassinelli – Appointment as Farming/Ranching representative to expire June 30, 2023 Michael Jurad – Appointment as Sportsman representative to expire June 30, 2022 Giovanni Giordano – Appointment as Farming/Ranching representative to expire 06/30/2024 Tony Gildone –

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Appointment as "swing" position with term to expire 06/30/2024 Larry Allen – Appointment as Sportsman position with term to expire 06/30/2024. The following motion was made by Commissioner Cerri and passed unanimously:

To adopt the consent agenda as presented.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

REQUEST TO APPROVE AUDIT DESIGNATION: Consideration, discussion and possible approval to designate Drake, Rose & Associates as the auditor for Humboldt County for the 2022 Fiscal Year. Andree Rose and Tara Larson with Drake, Rose & Associates appeared before the Commission. GR request app for chair to sign engagement letter. Mrs. Rose commented on the request. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the designation of Drake, Rose & Associates as the auditors for Humboldt County for 2022 Fiscal Year.

CORRECTIVE ACTION PLAN: Consideration, discussion and possible approval of the Corrective Plan of Action to violations of law or regulation as identified in the Fiscal Year 2022 audit. A copy of the proposed Corrective Plan of Action was included on the online agenda for review (see attached). Comptroller Rackley reviewed the request for the Commission. The Commission confirmed that they had reviewed the findings letter. Chairman French noted that the minutes have been a chronic issue and asked if there was something we can do to facilitate the improvement. Clerk Spero responded explaining her intention to work with an outside transcriber and noting issues with prior efforts to address the problem including staffing. Chairman French offered comment on the remittance of restitution issues and the proposed plan of action from the District Attorney's Office noting his concerns with signing the letter as he does not believe it has enough teeth/substance and his belief that more needs to occur. Chairman French reviewed the plans of action as presented in the letter and voiced concerns about lack of plan of action and internal controls being looked for as to the restitution issue; he noted his belief that this is going to take an extraordinary effort to address, and he asked for a third-party audit. Deputy District Attorney Maddox commented on the language of the agenda indicating that any discussion on a third-party audit should be placed on a future agenda. Chairman French disagreed stating that this is right in the middle of the issue as the Board has to decide whether to sign this letter and they need to run through a range of options in order to make that decision. Based on concerns from Commissioner Cerri, Comptroller Rackley and District Attorney Michael Macdonald explained that the plan of action only needs to address the funds currently in the County's possession as going forward the Nevada Division of Parole and Probation will be collecting restitution per the court orders. District Attorney Macdonald commented on what is occurring

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including that the Commission had approved a large percentage of the funds in today's expenditure run. Discussion ensued regarding the timeline for distribution, the amount of funds remaining that need distributed, what needs to be reviewed in order to distribute the funds and that outstanding amounts that have not been paid are outside the corrective action plan. Chairman French reiterated that there is no way to get to the bottom of this without an audit. Andree Rose of Drake, Rose & Associates appeared before the Commission and commented on the funds received which have not been identified as to who they go to explaining that is presently what the District Attorney's Office is working on in identifying the individuals and cases which is included in the corrective action plan relative to the finding; she continued stating that cases without payments should be a handled in coordination between the District Attorney, the Courts and Parole and Probation and separate from what is occurring now. Chairman French asked if an independent audit would be appropriate. Mrs. Rose stated there would be nothing to gain at this point as if in the ninety days all the funds are distributed, the audit would be for naught but if they are not distributed that is something that could be looked at and discussed the timeline to put an audit in place. Discussion ensued regarding the Commission's concerns as to the violation impacting grant eligibility. Chairman French asked that a review occur at the beginning of July to determine if further action is needed. Discussion ensued regarding concerns as to victims not receiving their reimbursement when collected, the issues with sufficient personnel in the District Attorney's Office when this process was initially implemented as the office is not geared to be a collection agency, that the Commissioner wants to see a report in ninety days; how the process ended up with the District Attorney's Office initially and what Justice Court's new process will be. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve the audit designation and Corrective Action Plan as presented and to request a report back to the Commission on the restitution payment portion of this in ninety days or less.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2022 (July 1, 2021 through June 30, 2022), including an update on the American Rescue Plan Act (ARPA) Funds. Comptroller Rackley reported on the pay out of the first ARPA funds for the bathrooms at the Denio community hall, B&G rep working w/on HVAC project and that budget packets are ready.

RESOLUTION: SUPPORT OF NEVADA WILDFIRE AWARENESS CAMPAIGN: Consideration, discussion, and possible adoption of a Resolution in support of Nevada Wildfire Awareness from May 2022 through October 2022. A copy of the proposed resolution was included on the on-line agenda. Brad Milam, Fired Mitigation Specialist with the Winnemucca Field Office of the BLM appeared before the Commission and

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reviewed the request for the Commission and read the language of the proposed resolution. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the resolution to proclaim May 2022 through October 2022 in support of Nevada Wildfire Awareness.

(Resolution No. 03-21-22)

BLM COOPERATIVE FIRE PROTECTION AGREEMENT: Consideration, discussion and possible approval of a cooperative fire protection agreement between the Bureau of Land Management (BLM) and Humboldt County, which includes Orovada Fire Protection District, McDermitt Fire Protection District, Golconda Fire Protection District, Paradise Valley Fire Protection District, Winnemucca Rural Fire Protection District, and Pueblo Fire Protection District, pending review and approval of the District Attorney's Office. The purpose of the agreement is to provide for wildland fire management, including prevention, detection, management, and suppression. Copies of the proposed agreements were included on the on-line agenda for review. Donovan Walker, Assistant Fire Management Officer for the Winnemucca District and Josh Henry, Fire Operations Specialist appeared before the Commission. Mr. Walker reviewed the request for the Commission. Commissioner Cerri spoke in support of signing the agreement. Commissioner Hill asked about the pricing as he does not find it very transparent. Mr. Walker responded. Commissioner Hoss asked if Winnemucca Rural Fire had a comment. Winnemucca Rural Fire Chief Torrey Sheen commented from the audience stating Winnemucca Rural's support for this agreement. Commissioner Cerri noted the need to update the agreement as to the contact for Humboldt County as Karen Bannister is not longer with the County. Based on a question from Chairman French Mr. Walker and Mr. Henry explained the agreements with the Wildfire Support Groups. Discussion ensued regarding WPAs. After discussion the following motion was made by Commissioner Hill and passed unanimously:

To approve the cooperative fire protection agreement between the Bureau of Land Management and Humboldt County which includes the Orovada Fire Protection District, McDermitt, Golconda, Paradise Valley, Winnemucca Rural and Pueblo Fire Districts pending review by the District Attorney's Office; the purpose of the agreement is to provide for wildland fire management, including prevention, detection, management and suppression.

NDOT PRESENTATION ON THE I-80 CLOSURE SCHEDULED FOR JUNE 2022: Representatives from the Nevada Department of Transportation (NDOT) will present to the Commission information regarding the closure of I-80 tentatively scheduled for June 2022. Robert Thran, Associate Engineer, with the Nevada Department of Transportation appeared before the Commission and reviewed a power point presentation regarding the closure of I-80 on June 18th from 9:00 p.m. to 5:00 a.m. including how notification will occur

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and the area of I-80 that will be impacted. Discussion ensued.

COEUR ROCHESTER PRESENTATION: Representatives from the Coeur Rochester Mine will update the Commissioners on current and future activities. Chantae Lessard and Frankie Graham with Coeur Rochester appeared before the Commission and provided a power point presentation regarding Coeur Mining. Discussion ensued.

PLANNING: Senior Planning Technician Betty Lawrence appeared before the Commission.

10:00 A.M. SET TO PUBLIC HEARING: ZONE CHANGE REQUESTS SUBMITTED BY THE REGIONAL PLANNING COMMISSION: Consideration, discussion and possible approval of the following:

RH-22-01: Zone change request submitted by Regional Planning Commission on behalf of T Quarter Circles Ranches, Inc to change the C (Commercial), CH (Highway Commercial) and AG-5 (General Agriculture 5-acre minimum lot size) zoning designation to CH (Commercial Highway) and AG-5 General Agriculture 5-acre minimum lot size) zoning designation on property located at 4405 T Quarter Circle Road (APN 13-0031-01). Chairman French read the title of the items to be set to public hearing. Commissioner Tipton stated that he would be abstaining from discussion and action on this item as the requestor is a member of his family. The following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Cerri, Hill and Hoss voting aye and Commissioner Tipton abstaining;

To set to public hearing item A at the Clerk's discretion.

RH-22-02: Zone change request submitted by Regional Planning Commission on behalf of Reed, Inc to change the C (Commercial) zoning designation to GC (General Commercial) zoning designation on property located at 3600 W Winnemucca Blvd/W Winnemucca Blvd (APN 10-0072- 05 &04). Chairman French read the title of the items to be set to public hearing. The following motion was made by Commissioner Hill and passed unanimously:

To set to public hearing RH-22-02.

RH-22-03: Zone change request submitted by Regional Planning Commission on behalf of Carol L. Aldous to change the C (Commercial) zoning designation to RR-1.25 (Rural Ranchette 1.25-acre minimum lot size) zoning designation on property located south of Debra Lane (APN 13- 0043-03). Chairman French read the title of the items to be set to public hearing. The following motion was made by Commissioner Cerri and passed unanimously:

To set to public hearing item C, RH-22-03 with the time to be decided by the County Clerk.

RH-22-04: Zone change request submitted by Regional Planning Commission on behalf of Foxhead, LLC to change the C (Commercial) zoning designation on a portion of this parcel to CH (Highway Commercial) zoning designation on property located north of W Winnemucca Blvd/I-80 (APN 13-0041-02). Chairman

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French read the title of the items to be set to public hearing. The following motion was made by Commissioner Cerri and passed unanimously:

To set to public hearing item D, RH-22-04 at a time to be decided by the County Clerk.

RH-22-05: Zone change request submitted by Regional Planning Commission on behalf of BW Mechanical to change the C (Commercial) zoning designation on an undetermined portion of this parcel to AG-5 (General Agriculture 5-acre minimum lot size) zoning designation on property located at 4870 W Winnemucca Blvd (APN 13-0055-17). Chairman French read the title of the items to be set to public hearing. The following motion was made by Commissioner Hill and passed unanimously:

To set to public hearing item E, RH-22-05.

Deputy District Attorney Maddox asked for clarification on Commissioner Tipton's abstention on item A. Commissioner Tipton clarified that item A is related to a family member of his.

10:00 A.M. PUBLIC HEARING:

VH-22-01 VARIANCE APPLICATION: Consideration, discussion and possible approval of a Variance Application submitted by Jeff and Colleen Cox to decrease the required front yard setback from 20' to 5' to allow construction of a detached garage. The property is located at 6330 Nugget Dr; assessor's parcel #13-0402-22. Included on the online agenda for review was the Planning Department Staff Report with the application and map attached. Chairman French read the title of the item set to public hearing for the record. Mrs. Lawrence reviewed the request for the Commission. Commissioner Hill questioned that, if the County continues to pursue a community water system, would we be giving up the easement for laying the pipes. Mrs. Lawrence stated that it is not part of the easement. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To approve as presented.

ASSESSOR: Assessor Andy Heiser appeared before the Commission.

REQUEST TO PUCHASE A CANON TM-30 PRINTER/PLOTTER/SCANNER: Consideration, discussion and possible approval to purchase a new Canon TM 300 Printer/Plotter/Scanner in an amount not to exceed $8,895.00. This purchase is accounted for in the FY 21-22 budget. Included on the online agenda for review was a copy of the proposed solution from Rick's AEC REPROgraphics. Assessor Heiser reviewed the request for the Commission including the attempt to obtain a second quote stating that he had received a second quote but not until Friday afternoon and apologized for that information not being included; he noted that while the second quote was less than the first quote it did not include service, so the first quote was the preferred option. Commissioner Hill asked if Assessor Heiser had reached out to

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the County printer contractor to see what might be available through them as that would include service coverage. Assessor Heiser responded that he had not but noted concerns with leasing this piece of equipment due to the number of years it would be used and the cost; he further noted that he would be purchasing the equipment with Assessor Tech funds. Chairman French asked if the Board would like to table this item to allow Assessor Heiser to research that question. The Board concurred. Chairman French tabled the item for additional research by the Assessor. Commissioner Hoss asked Manager Mendiola if staff was aware of the printer contract. Manager Mendiola confirmed that they are but he did not believe this piece of equipment would be available so he had not suggested the Assessor look at it. Commissioner Hoss requested that information related to that agreement be included in the staff report when appropriate.

Assessor Heiser re-appeared before the Commission and reported that he had reached out to Reece Keener and they do not have this type of equipment and explained. After discussion the following motion was made by Commissioner Hill and passed unanimously:

To approve the purchase of a new Canon TN 300 Printer, Plotter, Scanner in an amount not to exceed $8,895.00 with the purchase being accounted for in the 21-22 budget.

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission.

REQUEST TO APPROVE DUST CONTROL BID AWARD: Consideration, discussion and possible approval to award bid to Dustbusters to apply Magnesium Chloride to reduce dust on certain county roads in an amount not to exceed $225,000. Included on the online agenda was a Staff Report detailing the bids received from Dustbusters and Envirotech Services with a recommendation to award the bid to Dustbusters as the lowest responsive bidder. Director Kalkoske reviewed the request for the Commission. After discussion the following motion was made by Commissioner Hill and passed unanimously:

To approve the contract and award the bid amount for the application of mag chloride to Dustbusters in an amount not to exceed $225,000.00.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Kalkoske updated the Commission include road blading in the County, that the work on Jungo Road is wrapping up and that the plan is to do some work in Grass Valley as time and personnel allow. Chairman French asked about communication with the BLM on access routes into Knott Creek and Onion Creek. Director Kalkoske responded. Chairman French asked a question regarding diesel

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taxes and the intent to transmit a certain portion for truck parking; he noted the closure of two rest areas and inquired what Director Kalkoske had heard about the State's intent to create the parking areas. Director Kalkoske responded that he has not heard anything. Manager Mendiola offered that he has not heard anything either but he will reach out to see what he can find out.

COOPERATIVE EXTENSION PRESENTATION: Extension Educator Brad Schultz and Northern Area Extension Director Holly Gatzke will present updates to the Commissioners and explore how the Cooperative Extension can better serve the county. Extension Educator Brad Schultz and Director Holly Gatzke appeared before the Commission. Director Gatzke reported on what is occurring with Extension including the search for a new director, budget cuts and how that is being dealt with, their relationship with the University, proposed new programs, what extension covers in the counties and the effort to work with the reduced staffing & funding and how to do that with excellence. Commissioner Cerri commented on the need for a strong livestock program and questioned what the status is. Director Gatzke stated that it is gone as they have lost the livestock position; she noted the other positions lost due to reduction in funding noting that is one of the big struggles. Mr. Schultz commented on the reduction in workforce and the funding issues. Commissioner Cerri observed that the County is being asked to fund Extension and they would like to know what they are getting for that funding noting the concern about the loss of the livestock support. Chairman French noted issues previously identified with Extension and discussion which had occurred. Commissioner Cerri commented that the reason he supports Extension is because of Mr. Schultz and once he retires it will be difficult to support. Chairman French commented on the need to get a positive message across to the Legislature regarding the importance of the program. Mr. Schultz reported on local programs. Commissioner Cerri asked about the status of the agreement related to the Santa Rosa's. Mr. Schultz responded. Commissioner Tipton thanked Mr. Schultz for the packet of information provided. Director Gatzke commented on the continued efforts to make Extension worthwhile and commented on Mr. Schultz's efforts and the ability to use other resources.

Chairman French recessed the meeting at 11:14 a.m. reconvening at 11:22 a.m.

Chairman French stated that the Board would proceed to item 19 as the individuals involved have been waiting.

LETTER OF SUPPORT FOR ENVIRONMENTAL ASSESSMENT FOR THE MORMON CRICKET AND GRASSHOPPER CONTROL PROGRAM: Consideration, discussion and possible approval of a letter of support for the Nevada Department of Agriculture's Animal and Plant Health Inspection Service (APHIS) Environmental Assessment for the Nevada Rangeland Grasshopper and Mormon Cricket Suppression Program. Manager Mendiola reviewed the request for the Commission. Discussion ensued. The following

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motion was made by Commissioner Cerri and passed unanimously:

To approve a letter of support for the treatment of Mormon crickets and grasshoppers in Humboldt County through the APHIS program.

REQUEST TO APPROVE HANSFORD CONSULTING APPRAISAL PROPOSAL: Consideration, discussion and possible approval of an appraisal proposal of Gold Country Water system from Hansford Consulting in an amount not to exceed $12,000: Manager Mendiola reviewed the request commenting on the benefits of acquiring Gold Country Water System. Commissioner Cerri questioned where the funds for this would be obtained and discussion ensued. Manager Mendiola stated that he would look to the State Revolving Fund for the cost. Commissioner Cerri noted the need for the users to cover this cost and not the taxpayers. Commissioner Hoss concurred and questioned why Gold Country does not drill the referred to well prior to the County considering acquisition. Manager Mendiola responded. Chairman French stated that this item would be tabled to allow for the County Manager to determine if the State Revolving Fund would pay for the appraisal costs.

SHERIFF: Sheriff Mike Allen and Captain Chris Lininger appeared before the Commission.

REQUEST TO APPROVE ADULT DETENTION FACILITY MEDICAL AUTHORITY AGREEMENT: Consideration, discussion and possible approval of an agreement between the Humboldt County Sheriff's Office and the Humboldt County Hospital District to provide qualified medical providers to provide health care services to the Humboldt County Adult Detention Facility, pending review and approval of the District Attorney's Office. A copy of the proposed agreement was included on the online agenda. Humboldt General Hospital Acting CEO Robyn Dunckhorst appeared before the Commission. Captain Lininger reviewed the request for the Commission. Commissioner Hoss asked for a copy of the agreement as he could not pull up the document. Manager Mendiola responded that he would provide a copy. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the request for the Adult Detention Facility Medical Authority Agreement pending review and approval by the District Attorney's Office based on the recommendation of the Sheriff's Department and the Hospital.

Chairman French stated that the Board would return to item 14 as the Assessor has obtained the requested information.

HUMAN RESOURCES: Human Resources Director Abel del Real-Nava appeared before the Commission.

REQUEST FOR APPROVAL OF UPDATES TO THE COMMUNITY & ECONOMIC DEVELOPMENT OFFICER JOB DESCRIPTION: Consideration, discussion, and possible approval of a request to update to the Community & Economic Development Officer job description to better reflect the position's responsibilities and

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qualifications. Director del Real-Nava reviewed the request for the Commission. Commissioner Tipton asked if the costs would change. Director del Real-Nava stated that the compensation study had been done recently so there would be no change since there was not a significant change to the job description. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the updated job description for Community and Economic Development Officer job description as presented by staff.

DISCUSSION AND DIRECTION TO THE COUNTY MANAGER'S OFFICE AND HUMAN RESOURCES DEPARTMENT TO WORK WITH THE DISTRICT ATTORNEY'S OFFICE TO DEVELOP CONFLICT OF INTEREST POLICY FOR FUTURE CONSIDERATION: Consideration, discussion, and possible action to assess the current Code of Ethical Standards section of the county personnel policy as a solution to concerns regarding conflicts of interest between the County Manager and the Assistant County Manager/Human Resources Director and other managers and elected officials and have the Board provide direction to add additional language if they believe additional language should be added to the county personnel policy. Manager Mendiola reviewed the request for the Commission noting that there are processes in place to address this issue which have been used but if the Commission would like to add additional language the would be fine. Commissioner Hoss noted his concern locally, with Humboldt County with having the Assistant Manager and HR together, and the impact on the employees as he does not believe this is fair to the county employees so the positions should be separated and explained. Manager Mendiola noted that even if we have that other position it still reports to him, could still have potential conflict and that he does not see an issue and that there are options in place to address it but he is not opposed to putting additional language in the County policies to clarify but he questions spending the amount it would cost to hire additional personnel. Commissioner Hoss commented on the concern he has for the ability of an employee with a complaint with the County Manager's Office and the problems that could arise from that. Manager Mendiola responded explaining that he believes that it can be handled through the current process and discussed what has been done in the past. Discussion ensued between Commissioner Hoss and Manager Mendiola. Commissioner Hill offered comment that there have been valid points made by both Manager Mendiola and Commissioner Hoss; that the current system is not ideal and that we may have to look at changing it by looking at how other counties handle it, though he does support saving money but maybe it is not the most ideal set up; he agreed that perhaps Commissioner Hoss and Manager Mendiola need to meet outside the public meeting setting for additional discussion. Chairman French commented on what had occurred previously with creating the position of Assistant County Manager/Human Resources Director and stated his belief that it does work but he does agree that, if

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down the road it proves to not be working any longer, it would need to be looked at but he sees a number of levels for employees to use if they have an issue; he asked if the Commission wanted to proceed with this process or just let it lie. Commissioner Hoss stated that we should let it lie, that Manager Mendiola has said his piece, that again, this isn't personal but he doesn't agree that it gives employees a fair shake, but that he doesn't see having to involve a bunch more people in this to come up with anything on it, Manager Mendiola is pretty well set and he's happy with it, so we will go from there. Commissioner Hill disagreed noting the underlying concerns and that this would be a step forward in protecting the Commission from conflict and would provide a clear understanding, if something did come up, as to what steps would be taken; he stated that this is not the end at all but definitely forward progress in protecting this Board, protecting the County Manager and the Assistant County Manager/Human Resources Director once the DA is done. Commissioner Cerri stated he would like to hear from the District Attorney. District Attorney Michael Macdonald appeared before the Commission and offered comment on his view of the situation; he stated that, at this point in time, unless there is a specific gap that needs to be filled, he is comfortable with the situation as it stands. Manager Mendiola explained when the District Attorney is involved in employee issues based on a question from Commissioner Cerri. Commissioner Hill asked about POOL/PACT's involvement. District Attorney Macdonald responded including commenting on the organization in other counties. Commissioner Tipton commented on what had occurred with the creation of the Assistant County Manager when he first came on the Board and his belief that this county is not of a size to need both an Assistant County Manager and a Human Resources Director; that we are in a good situation here, being able to do it as one position and save money so unless something come forward that we truly see the need to move in another direction he would not support a change. Chairman French noted that Commissioner Hoss has voiced the concerns, and he believes that the vehicle to address those has been presented so he questioned how the Board wanted to move forward with this agenda item. Commissioner Hoss stated that with three commissioners, the DA and the County Manager agreeing, there was no value in proceeding. The following motion was made by Commissioner Hoss and passed unanimously:

To not move forward with this request, for the county manager to not spend any additional time on this matter.

COUNTY MANAGER'S QUARTERLY PRIORITIES, GOALS AND EXPECTATIONS UPDATE - 2021- 2022 FISCAL YEAR: Consideration, discussion and possible action as established in the employment agreement between Humboldt County and County Manager Dave Mendiola to review the priorities, goals and expectations that were set in late August of 2021 to assess the progress under each category. The

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Commissioners may consider revising these priorities, goals and expectations in advance of the April 4, 2022 Budget Hearings. Manager Mendiola noted that, as part of his contract with the County, it is necessary for him to offer a report every quarter and he proceeded to review how he had addressed the previously established priorities; that he would recommend that this process move away from a quarterly assessment and go to twice a year and explained. Discussion ensued regarding the priorities, goals and expectations as identified and addressed by the Manager. After discussion the following motion was made by Commissioner Cerri and it passed unanimously:

To accept the comments as written to include a biennial report as opposed to quarterly.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1) Other information and upcoming meetings: The following meetings were identified by Chairman French: March 22, 2022 Winnemucca City Council Meeting, April 4, 2022 Humboldt County Commission Budget Hearings, April 5, 2022 Humboldt County Commission Budget Hearings (if necessary), April 11, 2022 Regional Airport Board Meeting, April 14, 2022 Regional Planning Commission and April 18, 2022 Humboldt County Regular Commission Meeting.
2) Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill noted that he had been unable to attend the Paradise Valley Conservation District meeting and reported on a Humboldt Development Authority meeting. Commissioner Hoss reported on a Museum Board meeting and an Airport Board meeting. Commissioner Tipton reported on a meeting with the State Water Engineer related to the Humboldt River Basin Water project, a meeting of the Humboldt Basin Water Authority, collective bargaining meetings for the County and indicated that there is a Hospital Board meeting tomorrow, but he does not believe he will be able to attend. Commissioner Cerri offered comment on the Humboldt River Basin Water Authority meeting and reported on a WCVA meeting. Chairman French reported on the Indigent Accident Fund meeting and his intention to attend a public land use policy summit for federal lands management, a NACO Board meeting and a Public Lands/Natural Resources subcommittee meeting.

   Manager Mendiola noted that he has been serving as the Human Services Coordinator since the retirement of Niki Linn.

FUTURE AGENDA ITEMS: Manager Mendiola noted the upcoming budget hearings, the District Attorney's restitution report on June 21st and the need to discuss the Cooperative Extension and reinvigorating the livestock program.

PUBLIC COMMENT: Chairman French asked for public comment; none offered.

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ADJOURNMENT: Chairman French adjourned the meeting at 1:39 p.m.

ATTEST:_____APPROVED:_____
Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Those present were Chairman Jesse Hill, Commissioners Tom Hoss, Ron Cerri, Ken Tipton and Mark Evatz, Legal Counsel Gabrielle Carr (via Teams), County Manager Don Kalkoske and Clerk of the Board Tami Rae Spero (via Teams).

CALL TO ORDER: Chairman Hill called the regular meeting to order at the regular place of meeting the Humboldt County Meeting Room, Courthouse, #201, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Hill asked for public comments. Congressman Mark Amodei appeared before the Commission and offered public comment introducing his staff and providing a federal legislative update including proposed funding for the Humboldt County Wastewater Treatment Facility, other possible grant funding resources for local community project funding being sought – discussion ensued. He continued discussing oversight and the plan for a meeting today with the local BLM office about pending items including lithium projects and such and what is occurring in Congress at this time and his vote choices including on the spending bill. Commissioner Cerri offered comment about the lack of funding and concerns for the safety improvements needed for US Highway 95 noting that this has been a priority of this Commission for years. Congressman Amodei responded noting an upcoming presentation on I-11 and how that impacts Commissioner Cerri's request and what he can do to address the issue. Commissioner Evatz offered comment on a report provided by NDOT and how the analysis does not address public safety concerns. Commissioner Cerri noted several BLM issues. Congressman Amodei responded, and discussion ensued. Congressman Amodei discussed Lands Bills pending in Congress and the process. Commissioner Hoss offered additional comments on the US 95 issue; discussion ensued. Congressman Amodei stated that a report would be provided back to the Commission by close of business on Monday. Discussion ensued between Congressman Amodei and Commissioner Tipton about the 2.0 items. No further public comment provided.

Chairman Hill stated that the Board would move into item 6 on the agenda at this time and come back to the minutes and expenditures later in the meeting.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for May 2, 2022; May 16, 2022; September 19, 2022 (Regular Meeting); November 7, 2022; November 21, 2022; December 12, 2022; March 20, 2023; and March 18, 2024. Chairman Hill asked for corrections for the minutes of May 2, 2022, May 16, 2022, September 19, 2022, November 7, 2022, November 18, 2022, November 21, 2022, December 12, 2022, March 20, 2023,

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July 10, 2023 and March 18, 2024; none offered. Commissioner Evatz noted that he had not been on the Commission in 2022 but that he would be approving the minutes as to form. Commissioner Cerri stated that he had not been in attendance at the meeting of September 19, 2022 so he would be abstaining from that set of minutes. The following motion was made by Commissioner Tipton and passed unanimously with indications as noted by Commissioners Cerri and Evatz:

To approve all ten of the minutes listed on our agenda including May 2, 2022, May 16, 2022, September 19, 2022, November 7, 2022, November 18, 2022, November 21, 2022, December 12, 2022, March 20, 2023, July 10, 2023 and March 18, 2024.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 18, 2024 THROUGH APRIL 1, 2024: Chairman Hill noted the first payment of Opioid funds being paid out stating that was good and that it is hopefully being put to good use. Discussion ensued based on questions from Chairman Hill regarding the HVAC expenditure for the Solid Waste Fund, the Computer Systems expenditure for governmentjobs.com and the expenditures for A1 Commercial. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the expenditures for Humboldt County for March 18, 2024 through April 1, 2024.

SIXTH JUDICIAL COURT: Sixth Judicial District Court Judge Michael R. Montero and Juvenile Director Pauline Salla appeared before the Commission. Legal counsel Carr stated that, due to her contract with the Court, she will be refraining from providing legal advice on this item.

(FUND 205) BUDGET HEARING: Consideration, discussion and possible tentative approval for the Sixth Judicial District Court (Fund 205). This consideration and discussion is the first public hearing on the fiscal year 2024-2025 Sixth Judicial District Court. The Board of County Commissioners is required to hold budget hearings in accordance with NRS 354.596. The Sixth Judicial District Court will present and discuss their budget proposals with the Board of County. This discussion may include a presentation, review, and discussion of revenues, expenditures, and transfers to and from county funds, and specific funding requests including, but not limited to, additions or deletions to personnel, equipment, supplies, and services used or received. The Board of County Commissioners may take action for tentative approval of the proposed budget, but all budgets are subject to final approval and action at the time final budgets are submitted. Judge Montero offered comment as to this budget request for the Commission noting this Fund's assistance with other items within the County. Discussion ensued regarding State aspects within this budget request including issues with determining current costs and future amounts for Child Protective Services. Comptroller Rackley reviewed the funding source for the District Court including what portions are set by the State and that the Specialty Court portion does not receive any property tax, they

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are grant funded. Discussion ensued with Commissioner Evatz commenting on what he looks at with budget history and what is allocated in the budget line-items. Director Salla reviewed the budget request for department 034, Juvenile Services. Chairman Hill asked about the ability to tighten up the numbers to make them more real. Director Salla responded explaining concerns with that and noting what she has eliminated and her efforts with the salary line-items. Discussion ensued regarding China Springs and the Capital Projects plan including the change of the kitchen project to a commercial kitchen project. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve department 34 for Juvenile Probation as submitted.

Discussion ensued regarding the District Court, Department 043 budget including the current ending fund balance, what revenues have not been received, the CASA program, the Contracts and Agreements line-item, the Special Department Projects line-item, the Capital Outlay line-item and the AB65 line-item. The following motion was made by Commissioner Evatz and passed unanimously:

For department 43, District Court that we tentatively approve the budget as submitted.

Discussion ensued regarding department 45, Law Library. The following motion was made by Commissioner Tipton and passed unanimously:

To approve department 45, Law Library as presented.

Discussion ensued regarding department 100, Adult Drug Court. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Specialty Courts departments 101, 102, 103, 104, 106, 105, 107, 108, 109, and 110 as presented.

REQUEST TO APPROVE FISCAL AGENT MEMORANDUM OF UNDERSTANDING: Consideration, discussion and possible action to approve a Fiscal Agent Memorandum of Understanding between Humboldt County and Sixth Judicial District Court, Adult Drug Court. District Court Judge Montero reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Fiscal Agent Memorandum of Understanding between the Sixth Judicial District Court, Adult Drug Court Program and Humboldt County.

Chairman Hill recessed the meeting beginning at 9:57 a.m. and reconvening at 10:08 a.m.

Chairman Hill returned to item 4 on the agenda.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

OROVADA HVAC PROJECT: Consideration, discussion and possible approval for a quote to provide design calculations and assist in unit selection for HVAC in the Orovada Community Hall and to engage a project manager(s) to ensure the project is completed. Discussion and possible action. Legal counsel Carr noted

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concern with compliance with the Open Meeting Law due to the language of the agenda item which is for a quote and not approval for an agreement or approval of a quote for an agreement as well as concern as the proposed contract as provided has not been reviewed by the District Attorney's Office and that it is missing some important items to protect the county with regard to liability or indemnification; she stated that, because these provisions that are missing are material, in her opinion, she would be hesitant to advise the Commission to approve it but, if the Board does decide to proceed with approval, it should be subject to review by the DA's Office because it could be substantially or materially changed in that review. Comptroller Rackley noted that this a three-way decision for the Commission today as to which way they wish to go and once that is decided any contract would be provided to the District Attorney's Office for review prior to bringing it back before the Commission for approval. Comptroller Rackley continued reviewing the request for the Commission noting that she is the numbers person as well as the lead on the ARPA funding and explaining what had been received from CTA as a quote for project management, site investigation and engineering report and drawing but noting based on previous directives from this Board that she had reached out to H and K Architects who had referred her to Ainsworth and Associates who had done a walk through of the whole project with County representatives and had come back with a significantly higher quote. She continued stating that Ainsworth's quote contained a lot more related to electrical which CTA's quote did not, but she does not know why as this is not her field of expertise. She further noted project management, explaining that a quote had been received from John Burhans for that service but also indicating the prior use of Mike Shepard for many of our projects. Commissioner Hoss offered comment as to his involvement explaining that in the past the bids being offered were not "apples to apples" and explained what had been looked at this time; he continued stating that the does not feel that we need to spend the amount of money that is in front of the Board to have engineered noting other locations that have been done and that the County Manager could put it out as needed; he suggested that a bid be put together and be put out rather than having the engineering done and explained. Manager Kalkoske offered comment noting his concerns that the does not have the time and expertise to put a bid proposal together for this type of project and that he realizes this is an added expense this will get us an accurate set of specifications and plans to make sure that we are bidding "apples to apples. Chairman Hill offered comment noting that the County is not under any obligation to bid out professional services but he does think it fiscally responsible sometimes to check these things out and offered his thanks to the Comptroller for reaching out and obtaining these quotes; he continued commenting on the County's good relationship with CTA and their knowledge of our systems; he noted issues with the prior bid received and stated that he would prefer to see this be professionally engineered with oversight even if it costs a bit

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more as then we will have someone to hold accountable that it works, that it is designed right and that it functions for the citizens of Orovada. Facilities Operations Manager Joaquin Padilla appeared before the Commission and commented on the electrical situation with the facility which needs to be upgraded to support the unit that needs to be installed at the site. Chairman Hill commented on the need to engineer this out to determine the electrical component needed. Commissioner Cerri asked if the new HVAC employee has the expertise available for this. Manager Padilla responded that it is something he could do but he noted concern with the manpower available for his department to handle this. Manager Kalkoske offered comment. Chairman Hill commented on the use of this employee as the project manager. Commissioner Evatz noted the need to get this project done and agreed with the Chairman's comments and stated that this should be the priority for the new hire to get it done. Chairman Hill reviewed the history of this project and the advantage of obtaining engineering specifications. Gary Glassing with CTA Architects appeared before the Commission via Teams and commented on the bids being proposed noting that the one is replacing the entire HVAC system within the building including heating and air conditioning while the original proposal involved only the AC and offered comment on what the $11,000.00 proposal includes. Commissioner Cerri offered comment on why the heating is now involved. Comptroller Rackley and Manager Padilla confirmed that the community wants an entire HVAC system. Mr. Glassing commented on the lack of apples to apples as well as an RFP and how that impacts what CTA has proposed. Commissioner Evatz stated that a detailed RFP would be needed. Chairman Hill suggested that this item should be tabled as there has been miscommunication and to get an apples-to-apples comparison additional information is needed. Discussion ensued. The following motion was made by Commissioner Evatz:

To table item seven A, the HVAC project for the Orovada Community Hall and in conjunction to direct the County Manager and his staff to put together a detailed RFP that captures all the details of that project and that they submit that for competitive bid to the appropriate engineering contractors, including the available systems that have been identified for evaluation of whether they are suited for the project or not and that we have this back on the next agenda which is for April 15th.

Discussion ensued as to the motion and what is being requested. Chairman Hill called Commissioner Evatz's motion to a vote, and it passed unanimously.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2024 (July 1, 2023 through June 30, 2024), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Comptroller Rackley reviewed the status of the General Fund after budget

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hearings as well as projections for property taxes, net proceeds and CTX received from the State and interest earnings which showed a deficit of revenues compared to expenditures.

DISTRICT ATTORNEY: No representative present.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the Caseworker I/II position in the Child Support Division of the District Attorney's Office. Manager Kalkoske noted what had been expressed to him about the request. After discussion the following motion was made by Commissioner Evatz:

To approve the waiver of attrition policy for the position of case worker I/II for the Child Support Division of the District Attorney's Office.

Discussion ensued regarding the funding for this position as well as whether this position will be hired prior to the outgoing person leaving to allow for training and the impact on the budget of that.

The following amended motion was made by Commissioner Evatz and passed unanimously:

To approve the waiver of attrition policy for the position of case worker I/II for the Child Support Division of the District Attorney's Office, that the overlap not to exceed six weeks.

PUBLIC WORKS DEPARTMENT: Administrative Clerk Jennifer Trujillo appeared before the Commission via Teams.

REQUEST TO SOLICIT CONTRACT FOR CERTIFIED OPERATOR: Consideration, discussion and possible approval for a request to solicit contract work from Grant's H2O LLC as Certified Operator for Gold Country Water System. Legal counsel Carr noted that, from the open meeting law perspective, there are concerns that the agenda language may not be in compliance with the OML as it is written, as it says "to solicit contract" as opposed to approve a contract as well as whether the contract form is approved by the District Attorney's Office. Clerk Trujillo reviewed the request, noting that the contract has been reviewed by the District Attorney's Office. Manager Kalkoske reviewed the need for an operator. Discussion ensued regarding the language of the agenda and concerns by legal counsel. Legal counsel Carr recommended that if the Commission is going to make sure that it is in compliance with the OML, they should move it to the next agenda and offered suggested wording for said agenda. Clerk Trujillo noted that failure to have a certified operator in place will result in fines levied daily. Manager Kalkoske noted that there was no contract with SPB for any of the systems, they just invoiced monthly but the intent for a contract for this operator was an effort to clean things up. Commissioner Evatz noted that the supporting documentation in the agenda does capture the term "approve the contract"; he asked, based on the fine situation, if the Manager can hire the operator on a daily basis until the Board approves the long-term contract; he commented that it sounds ridiculous that due to a mistake on an agenda that the county incurs a penalty.

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Manager Kalkoske indicated that he does not believe that would be an issue. Chairman Hill commented that in light of the supporting documents it is out there that the Board is trying to approve a contract so he would be okay with a motion to approve. Commissioner Evatz offered to make that motion. Legal counsel Carr noted the possibility for criminal sanctions if there is a complaint, that it is personal liability versus potential issues with the County as well as the potential penalties; she noted that it appears that the Manager can hire in the interim until the next meeting or a special meeting could be set if necessary; she noted that she is only making recommendations as she is trying to protect everyone and it does look like there are other routes that will do that; she suggested that the Commission can't relay on supporting documentation as a way to give proper notice to the public as not everyone can access that documentation via an electronic perspective, they would have to come and take a look at it, so she would caution the Commission about going down that route. The following motion was made by Commissioner Evatz and passed unanimously:

To table this to the next agenda and that in the interim Manager Kalkoske addresses the issue to avoid subsequent finds for the County.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Dan Ferraro to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Clerk Trujillo updated the Commission on various road work in the county including sign repair equipment maintenance as well as backhoe training; that on the water side an employee passed the necessary certification for treatment and disinfection; she reported on crushing and the status of the well drilling in Denio.

BUILDINGS AND GROUNDS: Facilities Operation Manager Joaquin Padilla appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the Grounds & Parks Maintenance Worker II position. Commissioner Hoss offered comments as to the name Buildings & Grounds being part of our budget with no reference to for Grounds & Parks Maintenance or for Facility Operations Department; he noted that this was done previous to Manager Padilla but it was never clarified as to why they wanted to change the names as it still shows in our funds/budget as Buildings & Grounds; he asked for clarification as to the change as it should all be under Buildings and Grounds as the budget is approved. Manager Padilla stated that this item is more of a clarification as this was already approved on February 5th when he came before this Board and requested a Maintenance Worker I, II or III but, that HR has asked him to change the verbiage of it as the position

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approved was actually for a Grounds and Parks Maintenance Worker; he indicated that he still considers the position to be a maintenance worker and does not see why he needed to come back before the Board to change the verbiage so he is looking to the Board to tell him what they would like. He commented on his attempt to change the title to just maintenance worker. Chairman Hill offered comment that, from a Commission standpoint, what he looks at is how many budgeted positions there are to do the duties of the department and that it is within the budget not what the titles are and how they are assigned duties based on their job description. Commissioner Hoss clarified that Manager Padilla has done nothing wrong, he has been told by someone that is not here, that he is going to change this and while this was discussed by this Board. Commissioner Hoss continued stating that a request can't be made for Facility Operations or for Grounds and Parks as they do not exist within the budget, it is Buildings and Grounds; he questioned how HR can come in and change the budget and all of the names and everything else; he requested that Buildings and Grounds, as it is in the budget, be used so we can all understand it. Chairman Hill agreed that he would like to see it simplified as well. Commissioner Cerri concurred with Commissioner Hoss suggesting that this has to do with salary studies for comparisons to other locations in the state but noting that Humboldt has not structured the department that way; he suggested that the positions need to be wider to cover the multitude of duties done and agreed with Chairman Hill that this may be an opportunity to simplify things; he commented on how this could impact a salary study but commented that is now what we are here for today. Discussion ensued regarding the need to not restrict their duties, that as a maintenance worker you are expected to do all of these categories and perhaps it broadens their salary range. Manager Padilla responded that he sees this as a maintenance worker, and he does not know why he needed to come back before this Board and justify the position again, but it was what he was told to do. Commissioner Evatz commented that whatever allows Manager Padilla to make sure that his employees are working and not standing around based on what their classification is what is important and commented on risks with job classifications as to duties within the description and the ability to say that is not what I do which is a classic union move; he stated that he supports whatever allows Manager Padilla to make sure that he can keep all of his full-time employees busy 100% of the time. Manager Padilla agreed. Chairman Hill asked Human Resources Director Kellie Kranovich appearing before the Commission via Teams why this needed to come before the Commission again when the maintenance worker II position was previously approved. Director Kranovich explained that in the advertising of the position, it did not include landscaping, so by changing the title, we were able to recruit for landscaping; she indicated that the job title has been there and her understanding as the change from Buildings and Grounds went to Facility Operations prior to her being here, is that it was part of the reclassification study that was done.

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Commissioner Hoss commented that Buildings and Grounds is what is in the budget and questioned the need to reclassify to include a specific duty as they are all the same, Manager Padilla tells them what the job entails; he concurred with the concerns expressed by Commissioner Evatz. Chairman Hill voiced concern that if the position is advertised as "Grounds and Parks Maintenance", an employee will expect to do only landscaping but these positions need to be flexible and broad to allow for all duties handled by a maintenance worker. Director Kranovich reiterated that this position in in our listing and while it includes landscaping duties it does include other responsibilities in the off-season related to maintenance work; she noted that when the position was advertised as a maintenance worker, they were not seeing any applicants with experience in landscaping and that is why the change was made. Commissioner Hoss commented that HR does not have the authority to change everything and that, if this type of change is wanted, it should have to come before the Commission for approval to change everything including the budget and what is in our books. Chairman Hill indicated that it was changed previously but he believes that there is definitely an opportunity here for Don to go back and look at some of this stuff and to hear the concerns but, as this position was approved previously, he would be in favor of a motion being offered to approve it again to keep with the agenda. Legal counsel Carr noted that the request on the agenda is under the category of "Buildings and Grounds" so a reasonable person from the public would understand that it is a position within that department and that it is a maintenance worker two position regardless of the job description or duties and responsibilities; that if, it is that position and it still needs to be filled and it has already been approved, she sees not issues from a legal perspective. Chairman Hill thanked legal counsel Carr and stated with that, no action needs to be taken as the waiver has already been approved; he directed Manager Padilla to proceed with hiring. Comptroller Rackley addressed the Commission related to the department identifiers within the budget noting other departments whose titles do not match the fund title within the budget.

NOTICE OF EMERGENCY EXPENDITURE FOR REPAIR TO COURTHOUSE HVAC SYSTEM: Consideration, discussion and possible approval of an emergency expenditure for A1 Commercial to repair the courthouse, main HVAC air-handler, in an amount not to exceed $20,591.00. Manager Padilla reported on the failure of the main air handler for the courthouse explaining what had occurred in the failure and that once the County Manager viewed the issue, he approved the emergency repair which has been done. Commissioner Tipton asked the age of the handler and Manager Padilla responded. Commissioner Hoss asked if replacing the system had been looked at as that may have cost a lot less. Manager Padilla noted the plan for upgrading the HVAC system which had been in the works with the prior administration. Manager Kalkoske commented that in his research he was told that it would be well north of $250,000.00

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to replace one of the units down there. Manager Padilla agreed with that amount. Commissioner Hoss stated that it could be less in today's market given the age of the current equipment but indicated that those types of things need to be looked at. Manager Kalkoske noted that there has been discussion as part of capital improvement to replace but this was an emergency as there was no heat. Manager Padilla commented on what would be involved with replacing the current system. Chairman Hill stated his support of Manager Padilla and Manager Kalkoske's decision to do what was needed to get the heat on; he stated his understanding of Commissioner Hoss' concerns and the need to be vigilant and weigh the options when making emergency repairs. Commissioner Evatz offered comments about technology-based monitors for situations like this which may be a better option than more cameras for the building. The following motion was made by Commissioner and passed unanimously:

To approve the already occurred emergency expenditure of $20,591.00 for the main HVAC air handler in the courthouse.

LIBRARY: Library Director Jessica Anderson appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Library Assistant. Director Anderson reviewed the request for the Commission. The following motion was made by Commissioner Tipton:

To waive the attrition policy for the Library Assistant.

Commissioner Hoss asked about providing a form that details information on this type of request in writing showing the need with detail and the available funding not just that "it is in the budget" but how much is left in the budget to cover the request. Discussion ensued. Chairman Hill called Commissioner Tipton's motion to a vote, and it passed unanimously.

Chairman Hill recessed the meeting at 11:37 a.m. reconvening at 11:43 a.m.

TECHNOLOGY SERVICES: Technology Service Director Mike DeTullio appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Technology Services Technician. Director DeTullio reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Technology Services Department request to waive the Humboldt County attrition policy.

REQUEST TO APPROVE NEW POSITION: Consideration, discussion and possible approval for a request to add the new position of Technology Services Coordinator. Director DeTullio reviewed the request for the Commission. Discussion ensued including Commissioner Cerri's concerns about leaving the Manager position in the department. Commissioner Tipton suggested that the Manager position be removed and

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that this item be tabled and brought back with that language included. Commissioner Hoss and Chairman Hill concurred. Discussion ensued as to what is allowed under the agenda language, the concern with leaving the manager position in the department, the need for clarification/recommendation from staff as to why the position needs to remain available, that this is not a request for waiver of the attrition policy but if the intent is to hire for the position a request would need to be made and the plan to place an item on a future agenda to remove the manager position. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve the request to add a new position of Technology Services Coordinator.

REQUEST TO PURCHASE SERVERS Consideration, discussion and possible approval for a request to purchase two (2) servers in an amount not to exceed $17,008.18. Director DeTullio reviewed the request for the Commission noting that these servers were included in the budget. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve the Technology Services request as presented to purchase to servers from Dell in an amount not to exceed $17,008.18.

REQUEST TO APPROVE MCDERMITT TOWER AND SHELTER EQUIPMENT INSTALLATIONS: Consideration, discussion and possible approval for a request to proceed with a change order at the McDermitt Public Safety Communication Site, by Premier Wireless to complete the third and last phase of construction, in an amount not to exceed $34,097.00. Director DeTullio reviewed the request for the Commission noting that this should finish the project. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the request to proceed with the change order at the McDermitt Public Safety Communication site by Premier Wireless to complete the third and last phrase of construction in the amount not to exceed $34,097.00.

Discussion ensued as to the Eagle Creek site and the status of the decision by the BLM. Commissioner Evatz asked if there was a definitive time frame for the matter to be resolved by the BLM and commented on the need to establish those with BLM. Manager Kalkoske noted the monthly meetings with the BLM to discuss these types of items and the plan to keep discussing them until they are done. Commissioner Evatz suggested that a call be made to the District Manager to determine the status of the situation and/or ask for a date it will be done by.

COUNTY MANAGER: Manager Don Kalkoske appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY TO HIRE BUILDING INSPECTOR: Consideration, discussion and possible approval to waive the attrition policy to hire for the vacant position of Building Inspector I, II, or

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III. Manager Kalkoske reviewed the request for the Commission noting that both an Inspector position and an Official position are included so that he has some latitude for hiring depending on what type of applicants apply; he noted that he has a meeting with the City to discuss the dynamics of this department and to look at alternatives but that he just wants a little bit of room to see what can be found. Discussion ensued as to whether this position was included in the comp study, that the Building Official is an unclassified position, so the salary is negotiable and the plan to discuss this situation with the City to look at a possible share opportunity. The following motion was made by Commissioner Tipton:

To approve to waive the attrition policy to hire a vacant position, building inspector one, two, three or hire a position of building official.

Chairman Hill noted that the Building Official item is separate agenda item. Commissioner Tipton stated that he would withdraw his motion but then withdrew his withdrawal. Chairman Hill asked for clarification on the motion asking if it would also approve the recruitment process of the building official. Commissioner Tipton confirmed it would. Chairman Hill called Commissioner Tipton's original motion to a vote, and it passed unanimously.

REQUEST TO BEGIN THE RECRUITING AND HIRING PROCESS FOR BUILDING OFFICIAL: Consideration, discussion and possible approval to begin the process to recruit and hire for the position of Building Official. Chairman Hill stated that the motion on the prior item encompassed this item, so no further action is required.

REQUEST TO APPROVE COOPERATING AGENCY MEMORANDUM OF UNDERSTANDING WITH THE BUREAU OF LAND MANAGEMENT: Consideration, discussion and possible action to approve the Memorandum of Understanding with the BLM for the development of the Wilderness Study Area Invasive Annuals Treatments Environmental Assessment Plan. Manager Kalkoske reviewed the request for the Commission. Commissioner Cerri commented that this was a great deal and that we need to be involved; he noted that he believes the will be a point of contact/agent from the Commission identified and he would like to suggest Commissioner Evatz due to his work with Nevada Muleys and explained. Manager Kalkoske noted that Cooperative Extension Agent Schultz had indicated he would be willing to take this on as well. Commissioner Cerri indicated that he did not believe that the BLM would have a problem with two. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Commission becoming a cooperating agency and a memorandum of understanding with the Bureau of Land Management and that, possibly, Brad Schultz and Commissioner Evatz be the representatives on those cooperating agency meetings and to allow the County Manager to sign the MOU.

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REQUEST TO APPROVE THE NEVADA DIVISION OF FORESTRY MEMORANDUM OF AGREEMENT: Consideration, discussion and possible action to approve a Memorandum of Agreement between Humboldt County and the Nevada Division of Forestry to transfer certain equipment for fire and other emergency service uses. Manager Kalkoske pulled this item from the agenda as it has already been addressed by another Board.

REQUEST TO APPOINT A QUALIFIED PERSON TO THE HUMBOLDT COUNTY ADVISORY BOARD FOR THE NEVADA BOARD OF WILDLIFE COMMISSIONERS: Consideration, discussion and possible approval for a request to appoint a qualified person to the Humboldt County Advisory Board for the Nevada Board of Wildlife Commissioners. Manager Kalkoske reviewed the request for the Commission. Commissioner Evatz offered comment on the request noting the strong group of existing CAB members and suggested that we need to engage them more with the Commission perhaps with more reporting; he suggested that he does not see the need to appoint a Commissioner to this Board. Discussion ensued regarding the timeframe for reports. Legal counsel Carr offered suggested language for a motion. The following motion was made by Commissioner Evatz and passed unanimously:

To deny the request to appoint a qualified person to the Humboldt County Advisory Board and that we continue to engage with them, and in fact, increase our engagement with the existing CAB and other wildlife resources to make sure that the County feels up to date on issues associated with such.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1. Other information and upcoming meetings: The following dates were included on the agenda - April 1, 2024 Humboldt County Board of Commissioners Meeting, April 9, 2024 Winnemucca City Council Meeting, April 11, 2024 Regional Planning Commission Meeting, April 15, 2024 Humboldt County Commission Meeting and April 23, 2024 Winnemucca City Council Meeting.

2. Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Cerri reported on a meeting with the BLM and noted an upcoming WCVA meeting and the intention to look at bids for refurbishment of the exterior of the East Hall. Commissioner Evatz offered no report. Commissioner Tipton reported on work with the Natural Resources Committee with NACO on planning 2.0, an upcoming summit in Elko related to free roaming horse/burros, an upcoming National NACo meeting, the China Springs discussion, a WIR meeting and a BLM meeting. Commissioner Hoss offered no report. Chairman Hill offered no report.

FUTURE AGENDA ITEMS Whether an item will be placed on a future agenda will be subject to the chairman and/or legal counsel's determination. Manager Kalkoske reviewed the Technology Services Manager position and a report from the County Advisory Board for Wildlife. Commissioner Evatz requested that

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the Chairman for the CAB and Eddie Booth with the Wildlife Commission both be contacted for a report, for an update on the Grass Valley water quality situation and he asked about the status of the clarification from the District Attorney's Office on Mrs. Kenison's request to have an agenda item from a prior meeting. Commissioner Cerri asked about the status of the County being included in the proposed treatment area for crickets. Discussion ensued regarding the ability for reporting of cricket activity and how to get the information out to the residents. Commissioner Tipton asked for an update on mosquitoes and gnats and what the treatment plans are there.

PUBLIC COMMENT: Chairman Hill asked for public comment. Commissioner Evatz offered comment on the right and responsibility to our constituents, that when BLM makes a commitment, that we need to point to a date on the calendar and state that the information requested needs to be provided by that date. No further public comment was offered.

ADJOURNMENT: Chairman Hill adjourned the meeting at 12:36 p.m.

ATTEST:_____APPROVED:_____

Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Humboldt County Board of Commissioners

September 20, 2021 at 8:30 a.m.

Meeting Minutes

Those present were Chairman Ron Cerri, Commissioners Ken Tipton, Jim French and Jesse Hill, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero. Commissioner Tom Hoss was not in attendance.

CALL TO ORDER: Chairman Cerri called the regular meeting to order at the regular place of meeting the Humboldt County Meeting Room, Courthouse, #201, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Cerri asked for public comments; none offered.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for January 17, 2017 (Joint); February 6, 2017 (Special): March 6, 2017; March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 5, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October 15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 9, 2020 (Special); September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 5, 2020; October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 8, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 6, 2021, July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting), August 23, 2021, September 7, 2021, and September 15, 2021 (Special Meeting). No minutes submitted for consideration.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR SEPTEMBER 7, 2021 THROUGH SEPTEMBER 19, 2021: The following motion was made by Commissioner Tipton and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

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To approve the expenditures for September7, 2021 through September 19, 2021.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1) Other information and upcoming meetings: Chairman Cerri noted the following upcoming meetings: October 4, 2021 Humboldt County Commission Meeting, October 11, 2021 Regional Airport Board Meeting and October 14, 2021 Regional Planning Commission

2) Reports from Commissioners regarding other Boards and Committees on which they serve: No report offered by Commissioner Hill. Commissioner Tipton reported on the status of Covid patients at the hospital and the appointment of Andrew Loveless as head of EMS. Commissioner French offered no report. Chairman Cerri reported on a WCVA meeting.

SIXTH JUDICIAL DISTRICT COURT: INTRODUCTION TO THE BOARD OF COURT MASTER MASSEY MAYO AND UPDATE OF JUVENILE JUSTICE: Judge Michael Montero will introduce Court Master Massey Mayo and will update the Commissioners on Juvenile Justice. Judge Michael R. Montero and Court Master Massey Mayo appeared before the Commission. Judge Montero introduced Massey Mayo as the new Court Master and explained what duties are handled by the position, legislative changes to court processes and what will result with those changes and updated the Board on what is occurring in the Court and Juvenile Divisions including an example of the benefit of the specialty court program. Master Mayo offered comment on her appointment. Chairman Cerri stated his and the Board's appreciation for the Court system and the team put together by Judge Montero and welcomed Master Mayo to her position.

APPOINTMENT OF JILL STEPPER TO THE REGIONAL PLANNING COMMISSION: Consideration, discussion and possible appointment of Jill Stepper to the vacant seat on the Regional Planning Commission to serve the remainder of a 4-year term that will expire 6/30/2025, pursuant to Humboldt County Code 13.014.040. Included on the online agenda was a copy of Mrs. Stepper's letter of interest for appointment. Jill Stepper was present but offered no comment. After discussion the following motion was made by Commissioner Tipton and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To appoint Jill Stepper to the vacant seat on the Regional Planning Commission to serve the remainder of a four-year term that will expire June 30, 2025, pursuant to Humboldt County Code 13.014.040.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2021 (July 1, 2020 through June 30, 2021), including possible impacts of the COVID-19 response in the county and an update

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on the American Rescue Plan Act (ARPA) of 2021. Comptroller Rackley commented on the discussions that have occurred in various forums as to the expenditure of ARPA Funds.

Chairman Cerri stated that the Board would proceed to item 12 on the agenda as items 10 and 11 are time specific.

10:00 A.M. SET TO PUBLIC HEARING - NUISANCE COMPLAINT: Consideration, discussion, and possible approval to Set to Public Hearing for the October 18, 2021, Humboldt County Commission meeting at 10:00 am per Humboldt County Code (HCC) 8.04.010 a nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, NV owned by Donn L. Sakurada; Assessor's Parcel Number 13-0541-16. A copy of the nuisance complaint was included on the on-line agenda for review. Chairman Cerri read the title of the item to be set to public hearing. Complainant Mark Evatz appeared before the Commission and offered comment on the complaint. The following motion was made by Commissioner French and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To approve a set to public hearing with hearing date to be set by Clerk per Humboldt County Code 8.04.010 a nuisance complaint filed against property Located at 7140 Jackson Road, Winnemucca Nevada owned by Donn L. Sakurada Assessor's Parcel Number 13-0541-16.

10:00 A.M. PUBLIC HEARING: Consideration, discussion, and possible action to approve RH-20-12: a rezone request submitted by Ann Schrempp to change the CH (Highway Commercial) designation to RR-1.25 on property located at 4765 Pond Drive; Assessor's Parcel #'s 13-0053-25 and approval of Bill Number 08-23-21 to amend ordinance 6-1-78a thereby changing the uses to which said portion may be put, amending the land use map of Humboldt County zoning district and boundary map, and other matters properly related thereto. Included on the on-line agenda for review was a copy of the Planning Staff Report including application and map and a copy of the Notice of Public Hearing. Chairman Cerri read the title of the item set to public hearing. Manager Mendiola noted the Staff Report which shows that the Regional Planning Commission recommended approval of this request. Commissioner Hill commented on contact he had with residents in the area who identified issues and concerns with the use of Debra Lane to access these properties. Discussion ensued. Karen Johnson with the Building Department appeared before the Commission via Teams and explained that the initial address requested by the property owners was off of Debra Lane but then Betty Lawrence of the Planning Department had reached out to the Building Department and explained that Debra Lane is a private road and once she found that out she had contacted the owners of this piece of property and informed them that the address would have to be addressed off of Pond Drive, so the property owners are aware of the easement.

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Commissioner French stated that he is still uncomfortable with this. Commissioner Tipton commented on the ownership of properties. Deputy District Attorney Maddox explained what can be considered with a zone change. Commissioner French responded that information had just been received that there is an issue and that people have called a Commissioner and voiced concerns. Deputy District Attorney Maddox stated that the Board can choose not to take any action but that would require a reset and the need to re-publish. Commissioner Hill noted that the contact was not about the zoning change it was as to clarification on access for Debra Lane. Chairman Cerri commented that regardless of that it indicates there is an issue though, while he realizes the person contacted Commissioner Hill, if they have a problem, they should be here today. Commissioner French stated that he was uncomfortable with this as he doesn't believe all the necessary information has been provided and that he would like to have the people in the room who would be impacted. Commissioner Tipton stated that this item has to do with a rezone for Pond not an issue with Debra so, as no one is here, and the RPC has recommended approval he believes this Board would need something pretty serious to go against that recommendation especially as there is no one here today to speak in opposition. Commissioner Hill indicated that a prior parcel discussed may be the one that impacts Debra not this one; he stated his agreement with Commissioner Tipton on this, as this property does not border Debra Lane. Chairman Cerri asked for public comment; none offered. The following motion was made by Commissioner Hill and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To approve RH-20-12, a rezone request submitted by Ann Schrempp to change the CH (Highway Commercial) designation to RR-1.25 (Rural Ranchette 1.25 minimum acreage) on property located at 4765 Pond Drive; Assessor's Parcel #'s 13-0053-25.

(Ordinance No. 09-20-21)

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the Attrition Policy to hire for the position of Mechanic which will be vacant in November due to retirement. Director Kalkoske reviewed the request for the Commission noting that this individual has already left the position and what steps have been taken to cover the shortage in the mechanical division of the Department; he offered that, if the position is not filled, duties would need to be contracted out. After discussion the following motion was made by Commissioner French and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To approve the waiver of the attrition policy to hire the position of mechanic which is presently vacant.

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GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Kalkoske updated the Commission on road work in the Airport area, repairs on Sand Pass Road, upcoming work in the Sand Dunes area due to dust complaints, work in Paradise Valley and Paradise Ranchos, work in the Dutch Flat and Kings River areas due to upcoming harvest traffic and pipe repairs in Leonard Creek area; he informed the Commission that he had lost another position in the public works department but that he is going to hold off hiring to see how the other person handling the duties does on their own. Commissioner French asked if the intent was to wait the 120 days; Director Kalkoske stated he did not want to be held to that time frame but, as noted, would like to see how the individual recently hired, handles the duties. Discussion ensued regarding the obtaining of water from the 101 and how that is occurring. Commissioner French noted an issue with the cattle guard on Herschell Road and a trailer getting hung up on it. Director Kalkoske responded.

HUMBOLDT TELEVISION DISTRICT: Technology Services Director Ric Grantham appeared before the Commission.

REQUEST FOR REFUND OF ASSESSMENT: Consideration, discussion and possible approval of a request from John Hibert to refund the Humboldt Television District assessment. Included on the on-line agenda was a copy of an Assessment Refund Certification/Voucher for Hibert (Hinbert) for a television assessment refund. Director Grantham appeared before the Commission and reviewed the request confirming that no signal can be received by this location. Deputy District Attorney Maddox noted a correction to the name of the requestor and the amount to be refunded. The following motion was made by Commissioner Tipton and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To approve the request from John Hinbert for a refund of the Humboldt Television District Assessment for $30.00.

TECHNOLOGY SERVICES: Director Grantham appeared before the Commission.

REQUEST FOR APPROVAL TO CONTRACT SKY FIBER TO INSTALL SECONDARY FIBER ACCESS POINT: Consideration, discussion and possible approval to enter into an agreement with Sky Fiber to install a secondary fiber access point at the Sports Complex Communication Site in an amount not to exceed $47,540.00, subject to the Humboldt County District Attorney's Office approval. The contract is for fiber installation and monthly fiber service in the amount of $2,598.00 for a three-year term. This fiber access will provide Humboldt County with a secondary path to access the internet. In the event of service outage

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from the first path, this second path would maintain the County's internet access. The monthly fiber service fees will remain approximately the same. Included on the on-line agenda for review was a copy of the Sky Fiber Quote -Fiber Service price, Sky Fiber Quote -Trenching and fiber and Doug Kyler Quote - Winnemucca baseball fiber. Director Grantham reviewed the request for the Commission. Chairman Cerri asked if this is for just back-up, noting the cost monthly for this. Manager Grantham explained how the fees would be impacted with the prior fees going away and an increase of approximately $600.00, noting that we would increase our up time considerably once the project is completed for those departments supported under Humboldt County. Manager Mendiola offered comments on the costs and the benefit of the redundancy. Discussion ensued regarding the location where this would occur. Deputy District Attorney Maddox asked for clarification on the language on the agenda and it was noted the documents attached for Doug Kyler were the second quote. Commissioner French asked if additional equipment is needed. Director Grantham explained that this is part of the project already approved and explained. Chairman Cerri asked if these funds were included in the current budget. Director Grantham indicated they were not, but Manager Mendiola stated that the budget could cover this additional cost. The Commission concurred that the redundancy for the system was a good thing. After discussion the following motion was made by Commissioner French and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To approve entering into an agreement with Sky Fiber to install a secondary fiber access point at the Sports Complex communication site in an amount not to exceeding $47,540.00 and to enter into a contact for monthly fiber service in the amount of $2,598.00 subject to the Humboldt County District Attorney's approval.

HUMBOLDT COUNTY'S RESPONSE TO STOREY COUNTY'S POSITION ON INNOVATION ZONE BILL DRAFT DATED APRIL 6, 2021: Consideration, discussion and possible action regarding Innovation Zones in Nevada and Humboldt County. Innovation Zones were introduced to the State during the 2021 legislative session and drew opposition from many sectors. Storey County has been the center of that discussion and has taken a position that the Humboldt County Commissioners may want to utilize as a basis for the discussion, to include a directive to the County Manager to prepare a letter commenting on Innovation Zones and possibly a Resolution outlining concerns of these Innovation Zones. Manager Mendiola offered comment on this issue based on language that was introduced during the 2021 Legislative Session. Commissioner French offered comment on the bad precedence this proposal would create including that it would create a sovereign land within the county and stated that he is flabbergasted that the Governor supported this plan, as it is not in the best interest of the state or county environments or any other

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aspect. Commissioner Tipton asked if water was mentioned; Commissioner French responded. Chairman Cerri stated that he did not believe the letter is strong enough. Discussion ensued. Manager Mendiola explained that the Storey County letter had been provided to give an idea of what could occur, but based on the comments today, he can put a letter together from this Board and bring it back to the Commission for approval. The following motion was made by Commissioner Hill and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To have the County Manager prepare a letter with stronger language to be brought back to this Commission for approval regarding Innovation Zones.

BUILDINGS AND GROUNDS: Director Enoc Gaitan appeared before the Commission.

REQUEST TO APPROVE TO ENTER A SERVICE AGREEMENT WITH PREMIER ELEVATOR COMPANY: Consideration, discussion and possible approval to enter into a service agreement with Premier Elevator Company in an amount not to exceed $16,000.00, and to authorize Enoc Gaitan to sign the service agreement which is subject to the District Attorney's Office review and approval. Included on the on-line agenda for review were copies of the Buildings and Grounds Staff Report and Quotes from Premier Elevator, Schindler Quote Convention Center Elevator Quarterly Service Agreement, Schindler Quote Courthouse Quarterly Service Agreement, Schindler Quote Indoor Events Center Quarterly Service Agreement and Schindler Quote Library Quarterly Service Agreement. Director Gaitan reviewed the request for the Commission. Based on a question from Commissioner Tipton, Director Gaitan explained that the owner of Premier used to be with Schindler and has been involved with reviewing the County's elevators over the years. Commissioner French asked if this is a replacement contract. Director Gaitan responded that this is a renewal just with a different company and that the funds are included in his annual budget. Chairman Cerri asked if the WCVA elevator is included in this contract. Director Gaitan explained that it has been done like this for years and that there are cost savings by including all the elevators together. Manager Mendiola agreed that it has been done like this for years and that the combining of the locations results in a cost reduction over both holding separate contracts but that the County has never sought reimbursement from the WCVA but that can be looked at. Director Gaitan offered comments on the issues with getting the prior company to respond to situations and commented on other companies that have been looked at in the past. Director Gaitan asked if the request could be changed from one to three years. Deputy District Attorney Maddox stated the Board could make that choice but, if major changes are made to the item as agendized, it would need to be brought back on a future agenda. Chairman Cerri stated that as new as the company is, he would feel more comfortable keeping the one year. Director Gaitan commented on the cost savings and his comfort level with this

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provider. Commissioner Hill offered comments on the benefits and/or risks of extending the agreement to three years, stating that he can see both sides of the argument but noted that the contract before the Board today is for one year so, as noted by legal counsel, this matter would need to be reagendized if the option were to extend it. Commissioner French agreed that a one-year contract at this point would be best to evaluate the company. Director Gaitan agreed with the Board's direction. Deputy District Attorney Maddox asked about the term identified as the begin date was in June. Director Gaitan responded. Discussion ensued and Manager Mendiola suggested that the contract begin today. The following motion was made by Commissioner French and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

To grant approval to enter into a service agreement with Premier Elevator Company in an amount not to exceed $16,000.00 starting September 20th and to authorize Enoc Gaitan to sign the service agreement which is subject to the District Attorney's Office review and approval.

Chairman Cerri called for recess at 9:56 a.m. reconvening at 10:04 a.m. Chairman Cerri stated that the Commission would now go back to items 10 and 11 on the agenda as it is now time for those items.

NEVADA RURAL HOUSING AUTHORITY TO ACCESS CITY/COUNTY PROPERTY FOR ENVIRONMENTAL ASSESSMENT: Consideration, discussion and possible approval of a request from Nevada Rural Housing Authority (NRHA) on behalf of McGinley and Associates to access two parcels of land owned jointly by the County and the City of Winnemucca. McGinley and Associates will conduct a Phase I Environmental Site Assessment and Phase II ESA for the Nevada Brownfields Program pending approval by the District Attorney's office. The parcels are located east of US Highway 95 near Sage Heights Drive and identified as APN 10-0213-01 and 10-0213-02. McGinley will assess the sites and collect soil and/or groundwater samples from the parcels. Manager Mendiola reviewed this request noting that this is the property bordering US 95 that is jointly owned by the County and the City which has been looked at for development but there is a belief that this site has some sort of hazardous waste, so this is something that would need to be done if the entities decided to do anything on the site and at this time we have the ability to obtain grant funding for an assessment. Jan Morrison, Economic Development Officer appeared before the Commission via Teams and commented on the benefit of having the opportunity to have this assessment done for free. Stacey Sept with the Nevada Rural Housing Authority appeared before the Commission via Teams. Discussion ensued with Ms. Sept as to this process, including that, depending on the findings, Brownsfield may only pay a portion and the benefit of knowing what the issues may be. Commissioner Hill commented that, on the Brownsfield website, it indicates that sites are not eligible if they are currently owned by party responsible for contamination; he questioned if the County is

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responsible for the old dump up there or if it is federal. Ms. Sept stated that she does not know but that it would be clarified in the EAS and explained. Commissioner Hill questioned if the assessment is done and Brownsfield denies this, who picks up bill. Ms. Sept stated that the EAS would be covered but what is done from there would depend on what the survey determines. Commissioner Tipton stated that, what he sees is an end run around the residents of the area, as they have already voiced their opposition as to the plan by NRHA to build, what will ultimately become, low-income apartment buildings in an area that is zoned AG5; that a meeting occurred a while ago where this was discussed and he has yet to speak to anyone that is in favor of this proposal; that he sees no need to pursue this matter so it should be a no action item. Ms. Sept asked if the County wouldn't prefer to know what issues may be on site regardless of whether they choose to work with NRHA or not, to allow that information to be shared with the residents in the area; she noted that NRHA and the City/County have not got to the next step. Commissioner Cerri asked if the County knows of an issue would they then have to clean it up. Ms. Sept stated no, not unless there is a specific use in mind or a plan to transfer the land. Commissioner Cerri stated that he is not one to look for problems. Commissioner Hill stated his agreement and suggested that time would be better spent on looking for another piece of ground; that if an assessment is to be done, do so on a piece of ground that can be used and leave this one alone. Commissioner Cerri suggested that, if at some point, another use is identified and people are in favor of it, then an assessment can be pursued at that time and stated that as the Commission has no appetite to do anything at this time, this item will be set aside. No action taken by the Board.

BLM PRELIMINARY ENVIRONMENT ASSESSMENT FOR JACKSON MOUNTAINS WILD HORSE GATHER - COUNTY COMMISSION COMMENT LETTER: Consideration, discussion and possible approval on a letter offering comments to the BLM Preliminary Jackson Mountains Wild Horse Gather Environmental Assessment (EA) and authorizing Humboldt County Manager Dave Mendiola to sign the letter. The County supports the adoption of the Proposed Action which recommends gathering and removing excess wild horses and burros from within the Jackson Mountains Herd Management Area. A copy of the proposed letter was included on the on-line agenda for review. Manager Mendiola commented on the request. Commissioner French offered comment on the proposal noting that this a good start and that it is in our best interest to support this as the Bureau tries to implement a five-year plan. Chairman Cerri offered comment and agreed that a letter of support should be sent. Commissioner Tipton agreed. The following motion was made by Commissioner French and passed with Chairman Cerri and Commissioners French, Tipton and Hill voting aye and Commissioner Hoss being absent:

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To approve the letter offering comments to the BLM Preliminary Jackson Mountains Wild Horse Gather EA and authorize County Manager Dave Mendiola to sign the letter.

FUTURE AGENDA ITEMS: Manager Mendiola noted the public hearing for the nuisance complaint on either October 18th or the first meeting in November; that he will look into the Debra Lane issue and try and figure it out and the consideration for the letter opposing innovation zones. Commissioner French asked about the County's standing as to the issues with the short-term holding proposal for the BLM horse/burro facility in Paradise Valley. Manager Mendiola responded that a letter went out requesting an extended comment period but that he has not heard about being a cooperating agency. Commissioner Hill asked about updates on the McDermitt situation. Manager Mendiola responded. Chairman Cerri asked about the status of the nuisance complaint in Paradise Estates. Deputy District Attorney Maddox responded. Commissioner Hill asked about the Nevada Association of Counties conference next week. Manager Mendiola explained how the conference process works.

PUBLIC COMMENT: Chairman Cerri asked for public comment; none offered.

ADJOURNMENT: Chairman Cerri adjourned the meeting at 10:50 a.m.

ATTEST:_____APPROVED:_____
Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Those present were Chairman Ron Cerri, Commissioners Jim French (appeared via telephonic means just prior to the Winnemucca Farms item), Ken Tipton, Jesse Hill, and Tom Hoss, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero

CALL TO ORDER: Chairman Cerri called the regular meeting to order at the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Cerri asked for public comment. No public comment was offered.

STAFF REPORT: Staff Report provided to the Board for review (see attached).

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for February 6, 2017 (Special): March 6, 2017; March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October 15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 9, 2020 (Special); September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 5, 2020; October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 8, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 6, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 7, 2021; September 20, 2021; October 4, 2021; October 6, 2021; and November 8, 2021. No minutes submitted for consideration.

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APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR NOVEMBER 9, 2021 THROUGH NOVEMBER 22, 2021: The following motion was made by Commissioner Tipton and passed with Chairman Cerri and Commissioners Tipton, Hill and Hoss voting aye and Commissioner French being absent for this item:

To approve the expenditures for Humboldt County for November 9, 2021 through November 22, 2021 as presented.

WATER ASSET MANAGEMENT - WINNEMUCCA FARMS PRESENTATION: Eric Hull will present an update on developments with Water Asset Management and Winnemucca Farms. US Water and Land Eric Hull & Jodi Stephens of Stephens Consulting; plan to keep an on-going farm operation, water application information and efforts to work with stakeholders on the Humboldt River including Pershing County and the plan for an aquifer/flood water storage project. Discussion ensued including on impact on streams, the Humboldt Sink, concerns about the effect on wildlife, that the Commission is not in favor of innovation transfers, concerns about desire of urban areas to obtain additional waters and if thoughts have been given to flood waters/spillage as comes from Little Humboldt and that it has been contemplated. Chairman Cerri asked that the Commission be kept informed as this moves forward.

FINAL APPROVAL OF LIBRARY BATHROOM RENOVATION AND ADA UPGRADE: Consideration, discussion and possible approval of a bid from Ormaza Construction for the Humboldt County Library bathroom renovation and ADA upgrade in an amount not to exceed $281,868.00 subject to the District Attorney's review and approval. Manager Mendiola stated that this item would be tabled due to the need for additional steps required by statute as no bids were received and the receipt of this quote from Ormaza Construction came after the bid date. Deputy District Attorney Maddox commented on the steps that are required by statute and what that may result in.

UPDATE ON CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2022 BUDGET: County Manager Dave Mendiola will provide an update on activities related to capital projects that were approved as part of the fiscal year 2021-2022 budget, including a request to approve that Cushing Terrell Architects (CTA) move forward with engineering design plans for the Justice and District Court renovations and possibly the courthouse entry way renovation. Manager Mendiola commented on the process to this point including discussion with CTA, the status of the design, that there is no way to do all the projects approved during budget hearings, the importance of proceeding with the courts' renovations and the time frame for that process with the start not being until the end of 2022 and how that results in a reduction of costs from the current budget, the plan to do both the court entry and the court rooms at the same time, that the Buildings & Grounds building will wait but that the intention to proceed with the Library project had been discussed under the prior item. Discussion ensued related to the time frame and the Grass Valley Waste

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Water Treatment Facility Project. Chairman Cerri noted his reluctance to move forward with design and get to far ahead of ourselves; he indicated that he would like to see the Commission know that the engineers are working on the project as it goes along. Manager Mendiola noted the need to discuss again during the budget hearings. Discussion ensued regarding how the housing situation would be handled while the Courts are displaced from the courthouse, what the status is for parking lot resurfacing/striping, the plan to remove the two homes closest to the courthouse and the thought to place the temporary court facilities in that location and the planned involvement of the Court Fund in the project costs.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

RESOLUTION TO ESTABLISH NEVADA 95-80 RDA FUND: Consideration, discussion and possible approval of a Resolution to establish the Nevada 95-80 Regional Development Authority (RDA) Fund. Resources are anticipated in the coming weeks from GOED and this fund needs to be established before the revenue is to be received. The Economic Development Officer's salary and benefits are currently in the County Manager budget and half of the salary, benefits and services and supplies are paid by the City of Winnemucca through the Cost Share Agreement. A copy of the proposed Resolution was included on the online agenda for review. Comptroller Rackley reviewed the request for the Commission noting that the resolution was amended to include the Federal government to allow for federal grants to be sought. Comptroller Rackley noted that the amendment had been reviewed with legal counsel and it was acceptable. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the resolution establishing the Nevada 95-80 Regional Development Authority Fund with the addition for the words "from federal government".

(Resolution No. 11-22-21)

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2022 (July 1, 2021 through June 30, 2022), including possible impacts of the COVID-19 response in the county and an update on the American Rescue Plan Act (ARPA) of 202. Comptroller Rackley commented that she does not have a report as it is quiet right now but noted that she is working on the audit and that should come before the Commission at their first meeting in January.

COUNTY CLERK: County Clerk Tami Rae Spero appeared before the Commission.

APPROVAL OF A TWO-YEAR AGREEMENT WITH RUNBECK ELECTION SERVICES TO HANDLE BALLOT PRINTING AND MAILING SERVICES FOR UPCOMING ELECTIONS: Consideration, discussion and possible approval of a two-year agreement with Runbeck Election Services to handle ballot printing and mailing services for upcoming elections subject to the District Attorney's review and approval and authorization

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for the Chairman to sign the agreement following said review. A copy of the proposed agreement was included on the online agenda for review. Clerk Spero reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To approve a two-year agreement with Runbeck Election Services to handle ballot printing and mailing services subject to the District Attorney's review and approval and to authorize the Chair to sign.

SET TO PUBLIC HEARING:

ACCEPTANCE OF SABIN DRIVE, STIRRUP STREET AND SPUR STREET INTO THE HUMBOLDT COUNTY ROAD SYSTEM: Consideration, discussion and possible set to public hearing acceptance of dedicated roads into the county-maintained road system pursuant to HCC 16.05.040 and NRS 403.180. Public Works Director Don Kalkoske reviewed the request for Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To set for public hearing acceptance of Sabin Drive, Stirrup Street and Spur Street into the Humboldt County Road System pursuant to HCC16.05.040 and NRS 403.180.

10:00 A.M. PUBLIC HEARING: NUISANCE COMPLAINT - Consideration, discussion, and possible action per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, NV owned by Donn L. Sakurada; Assessor's Parcel Number 13-0541-16. Include on the on-line agenda for review was a copy of the nuisance complaint and copies of the investigation reports from the Humboldt County Building Department, the Humboldt County Public Works Department and the Humboldt County Sheriff's Office. Complainant, Mark Evatz, present. Property owner, Donn L. Sakurada, not present in meeting room and did not verify presence via Teams. Chairman Cerri read the title of the items set to public hearing. Deputy District Attorney Maddox and Clerk Spero noted that statutory service had occurred on the property owner notifying him of two hearing dates, November 22nd and December 13th. Chairman Cerri asked for public comment. Levi Carl of the Building Department appeared via Teams, duly sworn, reported on what had occurred at the site as of November 15th noting that the car and trailer had been removed from the easement, however, there has not been any progress on the fire-damaged house, one of the Conex boxes has not been moved to meet set back requirements and the property owner has not pulled a permit for the other storage container. Complainant, Mark Evatz, duly sworn, addressed the Board and offered comment as to the lack of progress on the site except for the removal of the vehicle from the front; he noted that the trailer that had been in the easement had been moved to the side of the house; he stated that per discussion he had with the property owner it had been indicated that there was an agreement to rebuild with Buddy Quilici to begin rebuilding in April but when he contacted Mr. Quilici he found that he was not scheduled for an

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April build, so he asked that, if the property owner appears at the next hearing and indicates that he has such an agreement, that proof be requested; he stated that he believes that everything is status quo other than the removal of the one vehicle and stated his frustration with the situation. Mr. Evatz also noted that he had appeared at the prior hearing scheduled before the Commission and so he considered that to be the first meeting related to this matter. Chairman Cerri asked for additional public comment including from those appearing via Teams; no further public comment offered. Commissioner French asked if it was appropriate to establish whether a nuisance exists at this meeting or would that occur at the second meeting. Deputy District Attorney Maddox confirmed that the Board could proceed with the public hearing as they would with any nuisance complaint and then the Commission can establish whether the facts and circumstances meet the requirements of Chapter 8.04 for determination that a nuisance exists. Commissioner French stated that pending comments from the other Commissioners he would be ready to make a motion. No further comments offered by the Board. The following motion was made by Commissioner French (withdrawn):

That this Commission establishes that a nuisance exists as per County Code HCC 8.04.010 related to the nuisance complaint filed against property located at 7140 Jackson Road owned by Donn L. Sakurada, Assessor's Parcel Number 13-0541-16.

Deputy District Attorney Maddox asked that prior to action being taken on this motion, it would be helpful from her perspective, to identify what the nuisance is per the Code; she noted that there are facts contained within the complaint, such as the partially burned structure, that per subsection C of 8.04.010 and its reference to all or partially burned buildings, indicates that this item in the complaint is a nuisance per Code and it would be helpful if it were articulated that way. Commissioner French offered the following amended motion (withdrawn):

That this Commission establishes that a nuisance exists as per County Code HCC 8.04.010 related to the nuisance complaint filed against property located at 7140 Jackson Road owned by Donn L. Sakurada, Assessor's Parcel Number 13-0541-16. That per 8.04.010 subsection C the partially burned structure is identified as a nuisance.

Chairman Cerri asked if the hearing in December will still be required based on this action. Deputy District Attorney Maddox confirmed it would and it would require public comment and the complainant could speak if he wished but it should be a very short. Mr. Evatz stated that he would reach out to Mr. Sakurada, as he has been very transparent with him, to let him know what occurred today, that there will be another hearing and that he will be able to address the Commission at that hearing. Clerk Spero asked if the Commission intended to include a date by which the nuisance would need to be addressed or leave

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it open. Commissioner Hill stated that he would want to see an action date included, sooner rather than later. Commissioner French confirmed that he would be willing to amend his motion to include an action date. Deputy District Attorney Maddox suggested that the date would need to be sufficient to address the burned-out building whether it be removal or rebuild which probably would not occur within thirty days. Commissioner French suggested that the time frame is by the next meeting's hearing and if the property owner has made headway the Commission can take action to that affect. Chairman Cerri stated that he may not have it done but he should have begun work to rectify the nuisance situation. Commissioner Hill asked for clarification on the motion. Commissioner Tipton asked for clarification in the motion as to what starting to clean it up means. Deputy District Attorney Maddox noted that with relation to the container, that language would need to be in the motion, if it is in fact a violation of the nuisance ordinance, but she is not sure if it is or whether it is a violation of the Building Code. Mr. Evatz stated that there are two containers and they were found to be a public safety issue due to their distance from the road but they were pushed back so he is not sure if the distance moved is sufficient but he does consider them to be a nuisance given that they are in the front yard; he noted that from the public safety aspect the burned out portion of the building would need to be torn down prior to rebuilding so maybe that part can be addressed and the rebuild portion could occur following that. Discussion ensued regarding the Conex boxes. Deputy District Attorney Maddox noted what had been identified by Sergeant Peters in his investigation as being in violation of the nuisance Code including Section C with the unsafe building due to a partially burned structure and debris from a fire, Section E with abandoned or discarded objects in the front of the residence and Section F with two or more unlicensed vehicles in the front of the house that may or may not be within the boundaries of the property and which are not obscured from view by a fence as defined in subsection one. Commissioner Hill stated that his concern is that the property owner has made no effort to come before this Board and address the situation and so he questioned whether the property owner has any intention of doing anything; he stated that it is the obligation of this Board to put the hammer down, so to speak and make some definite rules and progress that the Board expects to have happen; that he does not want to leave it open as to what clean-up means and he would like the motion to state that the property owner has a clear and concise plan of how to address the safety hazard of the building, at least the part that is burned and falling down and that a contractor is in place. Commissioner French noted the difficulty of making the motion as he was not in the room and so withdrew his prior motion and amended motion to allow Commissioner Hill to craft a motion as he described. Deputy District Attorney Maddox commented on the Code and what could be identified as a violation of the nuisance section of Code. Manager Mendiola asked for clarification from

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Mr. Carl as what he had identified. Mr. Carl reviewed the requirement for a permit for one of the Conex boxes on the property and the need to remove the other from the setback. Deputy District Attorney Maddox clarified that violations of the Building Code are not also violations of the Nuisance Code unless the code specifically states those are nuisances, which it doesn't in this case, so those are separate violations of the Building Code. Commissioner Hill asked what does the Board have before them, that are defined as nuisances. Mr. Evatz noted that trash and debris should be part of it. Deputy District Attorney Maddox restated the findings by Sergeant Peters in the report from the Sheriff's Office. Mr. Evatz noted that the two vehicles noted in the report were a trailer, which has been moved to the side of the house and a truck, which has been removed from the site and so it appears those have been moved in accordance with the statute. Deputy District Attorney Maddox explained what occurs following the Commission's action including the preparation and service of a resolution. The following motion was made by Commissioner Hill:

That Mr. Sakurada be notified that there are two Conex's that will require verification of proper setback, there is an eight by forty Conex that will need to have a permit obtained; Mr. Sakurada will also be notified that his burned-out building and trash is in violation of Humboldt County Nuisance Code; Mr. Sakurada will also be notified of two unlicensed vehicles that will need to be removed from the sight of others on his property; that Mr. Sakurada needs to have a clear and concise plan and a contractor in place for the removal of the building by the December 13, 2021 meeting.

Mr. Evatz asked if it would be okay to notify Mr. Sakurada of what has occurred. Deputy District Attorney Maddox offered comment indicating that would be fine. Mr. Evatz noted the importance of the property owner providing proof as indicated in the motion. Deputy District Attorney Maddox noted that, while the permitting and set back language related to the boxes is contained in the motion, that is a Building Department issue. Clerk Spero explained how service of the resolution would be accomplished. Chairman Cerri asked what would occur if the property owner does not respond given that he has not responded previously. Deputy District Attorney Maddox offered that it would be necessary to have another meeting. Chairman Cerri called Commissioner Hill's motion to a vote, and it passed with Chairman Cerri and Commissioners Tipton, Hill and Hoss voting aye and Commissioner French being absent (due to loss of connectivity).

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action

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may be taken. Director Kalkoske reported on grading and work on the Denio yard including improving water access for utilization stating that he will bring back a question as how to handle a safety hazard, work on various roads in the County, the flushing of the sewer system up in McDermitt, work being done with the BLM as to a MOU for Soldier Meadows and that the Orovada and Paradise Valley crews have been assisting with the McDermitt sewer system as the assigned individual is out due to medical issue. Discussion ensued regarding staffing for the department and the impact of that on services, the status of the grader equipment delivery and the possibility of a MOU with Washoe County regarding Soldier Meadows Road.

SHERIFF: Undersheriff Kevin Malone and Captain Chris Lininger appeared before the Commission.

WAIVER OF ATTRITION POLICY: Consideration, discussion and possible approval of the waiver of the County Attrition Policy to hire for the following positions:

A Central Control Operator position which became available on November 2, 2021. This is a full-time position in the Sheriff's Office Central Control which provides necessary support services for the Detention center, District Attorney's Office, CCW processing, and Law Enforcement Officers. Undersheriff Malone reviewed the request for the Commission. The following motion was made by Commissioner French and passed unanimously:

To approve the waiver of the attrition policy for a Central Control Operator position which became available on November 2nd as presented.

A 911 Operator position that became open on September 6, 2021. The Humboldt County Sheriff's Office Dispatch facility is the first line of contact for all responders within the county with 16 different agencies and departments. The center has five consoles that operate 24/7/365. Undersheriff Malone reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To allow the waiver of the attrition policy for a 911 Operator position that became available on September 6, 2021 as presented.

A Detention Deputy position at the Humboldt County Sheriff's Office Detention Center which became open on November 1, 2021. The detention center is an 84-bed minimum, medium, maximum, male and female housing unit. Areas to be supervised by staff include housing areas, courtyard, court and overseeing inmate workers. Undersheriff Malone and Captain Lininger reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To waive the attrition policy for the Detention Deputy position that became available on November 1, 2021.

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BLUE KNIGHT SECURITY CONTRACT: Consideration, discussion and possible approval for the consideration, discussion and possible approval to utilize the contract between Las Vegas Metropolitan Police Department and Blue Knight Security, LLC entered into on July 2, 2021 after complying with NRS 332 for prisoner transportation services for out of state extraditions on an as needed basis. The State Attorney General's Office does not currently have a contract in place for extraditions. The Attorney General's Office recommends each agency obtain a contractor for out of state extraditions. The County is reimbursed by the State Attorney General's Office for any out of state extraditions. Captain Lininger reviewed the request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve to utilize the contract between Blue Knight Security, LLC and the Las Vegas Metropolitan Police Department.

MOU WITH TRAK-B PROGRAM: Consideration, discussion and possible approval of a Memorandum of Understanding (MOU) with the Trak-B Program for inmates to receive access to drug treatment program, counseling, and medication. There is no cost to the County for services provided by the Trak-B program. Captain Lininger reviewed the request for the Commission. Undersheriff Malone commented on the benefit of this program. The following motion was made by Commissioner Hill and passed unanimously:

To approve a MOU with the Trak-B Program for inmates to receive access to drug treatment programs, counseling and medication; there is no cost to the County for these services.

LIQUOR BOARD: Undersheriff Malone called the Humboldt County Liquor Board to order at 10:03 a.m. for consideration, discussion and possible approval of the following: 1. Barry Wilkinson & Norman Calhoun, Quinn River Merc 2. J. Kennedy & D. Acorda, Paradise Valley Bar & Grill 3. Ted Rookstool, Windspur Supply 4. Giovanni & Shannon Giordano, Sawtooth Station 5. Parmjit Singh, BJ's Market 6. Nola Thomson, Club 40 7. Georgina Perry, Denio Enterprises 8. Jeffery Siegel, Diamond Inn Bar 9. Micaela Fregoso, Pilot Travel Center 10. Kirandeep Kaur, A-1 Fuel Stop, Inc 11. Joginder Lal, McDermitt Gas Lean Motel 12. Mateo Brambila, Valmy Chevron 13. Chloe Dufurrena, Say When Inc. Undersheriff Malone reviewed the request and recommended approval as all are in compliance. The following motion was made by Commissioner Cerri, was seconded and passed unanimously:

To approve the liquor licenses for the thirteen businesses stated by Undersheriff Malone.

Undersheriff Malone adjourned the Liquor Board at 10:06 a.m.

TECHNOLOGY SERVICES DEPARTMENT: Director Ric Grantham appeared before the Commission.

REQUEST MCDERMITT TELECOMMUNICATIONS PROJECT PHASE 1 CONTRACT AND REQUEST TO BUY COMPUTER EQUIPMENT:

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A) Consideration, discussion and possible approval to award a contract for the McDermitt Telecommunications Project Phase 1 to H.E. Hunewill Construction Co in an amount not to exceed $32,549, and subject to review and approval of the District Attorney's Office. The Technology Services Department is constructing a new Public Safety Communication Site at McDermitt, Nevada. Director Grantham reviewed the request for the Commission. Manager Mendiola offered comments. After discussion the following motion was made by Commissioner French and passed unanimously:

To approve to award a contract for the McDermitt Telecommunications Project, Phase One to H.E. Hunewill Construction Company in an amount not to exceed $32,549.00 subject to review and approval by the District Attorney's Office.

B) Consideration, discussion and possible approval to purchase spare computer equipment from Dell in an amount not to exceed $12,641.86. The equipment purchased will be used to create a small supply of spare equipment for Humboldt County Employees. Due to the current supply chain issues, the Technology Services Department no longer has any spare computer equipment to replace computer equipment that fails or to supply new county hires with temporary equipment. These expenditures were approved in the IT budget for fiscal year 2021-2022. Director Grantham reviewed the request for the Commission. After discussion the following motion was made by Commissioner French and passed unanimously:

To approve the purchase of spare computer equipment from Dell in an amount not to exceed $12,641.86.

Chairman Cerri recessed the meeting at 10:35 a.m. reconvening at 10:42 a.m. Commissioner French had exited the meeting during the recess.

WINNEMUCCA EVENT CENTER/AG DISTRICT#3: WCVA Director Kim Petersen appeared before the Commission.

REQUEST TO PURCHASE AND INSTALL CIRCULATION FANS: Consideration, discussion and possible approval to purchase and install circulation fans to uniformly heat and cool the Winnemucca Event Center in an amount not to exceed $85,000. The Ag. District #3 Board included the cost to purchase and install large circulation fans in the FY21-22 budget. The County Commission approved this line item purchase in the Ag. District #3 budget. Included on the online agenda for review were the proposals from Arbon Equipment Corp. and Big Ass Fans with a recommendation from Director Petersen that the proposal from Arbon best suits the needs of the facility. WCVA Director Petersen reviewed request for Commission noting that legal counsel had reviewed the proposal. After discussion the following motion was made by Commissioner Tipton and passed with Chairman Cerri and Commissioners Tipton, Hill and Hoss voting aye and Commissioner French being absent:

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To approve the contract with Arbon Equipment Corp. in the amount of $72,535.00 to install six fans in the WCVA Events Center.

COUNTY LAND USE PLAN - WILDLIFE MANAGEMENT CHAPTER APPROVAL: Consideration, discussion and possible approval of the Wildlife Management chapter for the Humboldt County Land Use Plan, which recognizes the integral role wildlife, and the natural environment plays to the culture and economic well-being of the County. This Section of the Land Use Plan explains the challenges the County faces with managing Wildlife, as well as the goals, objectives, policies and positions the County takes to appropriately manage and protect Wildlife while also considering public health, safety and the welfare of both the human and natural environments. A copy of the proposed Wildlife Management Chapter was included on the online agenda for review. Chairman Cerri noted that Commissioner French is the one with the expertise in this and knowing Commissioner French he is sure that this is right. Manager Mendiola commented and reviewed the goals of the plan. Commissioner Hoss commented that he had reviewed the document and stated what a good job had been done. (Commissioner French rejoined the meeting telephonically at this point). Commissioner French commented on the quality of the document and its benefits. The following motion was made by Commissioner French and passed unanimously:

To approve the Wildlife Management Chapter for the Humboldt County Land Use Plan, which recognizes the integral role wildlife, and the natural environment plays in the culture and economic well-being of the County.

HUMAN RESOURCES DEPARTMENT: Human Resources Director Abel del Real-Nava appeared before the Commission.

PERMISSION TO FILL VACANCY IN HUMAN RESOURCES DEPARTMENT: Consideration, discussion, and possible action on a request by Abel del Real-Nava, Assistant County Manager/Human Resources Director for permission to fill a vacancy in the Human Resources Department with a full-time Administrative Clerk I position. Director del Real-Nava reviewed the request for the Commission. Chairman Cerri asked if this position is included in the budget. Director del Real-Nava and Manager Mendiola confirmed that funding was available in the current budget for the part-time position but as the position has not been filled the funds would be available for a full-time. Commissioner French commented on the difficulty with recruiting someone part-time and, the need in the future, for an employee that is centered in HR. Commissioner Hoss commented on his belief that the two offices of County Manager and HR need to be separated and then come up with a job description for the Director and the Assistant, that this part-time is just a patch and before we get into trouble legally the positions need to be separated. Manager Mendiola stated that he does not disagree, noting his belief that this was done this way to reduce costs via the shared position.

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Director del Real-Nava commented on what his duties are as Assistant County Manager related to employment duties and how that would add another layer of duties to Manager Mendiola. Manager Mendiola commented on the succession planning as well as his duties with employment issues. Director del-Real Nava commented on how he would handle perceived conflict issues. Commissioner Hoss commented on issues he had concerns with in the past with what he believes were conflicts of interest. Manager Mendiola commented on the work load handled by Director del Real-Nava and his belief that this is a critical position. Chairman Cerri asked what percentage of time is spent with HR as opposed to Assistant County Manager. Director del Real-Nava responded identifying what projects he is working on currently and stating about half and half. Commissioner Hill stated his understanding of why the structure of the office was created that way but that he does agree with Commissioner Hoss that this may be that opportunity to create that break between the Manager's Office and HR. Chairman Cerri commented on the cost of a stand-alone HR position. Discussion ensued regarding concerns with the employees feeling intimidation at approaching the Manager's Office for HR assistance. Deputy District Attorney Maddox noted concerns with the discussion/deliberations related to separating the position from the Manager's Office noting the language on the agenda. Manager Mendiola noted the ability to discuss this matter during retreat and/or budget hearings; he stated that he does believe this position is a critical position. Commissioner Hill agree but he wants to make sure that this discussion continues. Chairman Cerri asked about the salary for Director del Real-Nava's position. Discussion ensued. Commissioner Tipton noted concern with the growth of government and wondered if the work is there for a full-time position but he does see where additional responsibilities are coming so he would be in favor of filling the position as full-time but he noted again his concerns with costs if the positions are separated. Manager Mendiola commented on employee numbers. Commissioner Hill stated that the would like to see a definitive plan for this department looking at like five years. Director del Real-Nava stated that this position would encompass those duties that are not director level for the HR Department; he explained the duties of the HR Department. Discussion ensued regarding the duties of this position as proposed. Commissioner Hill stood by his earlier comments to look at the separation of duties. Commissioner Hoss asked about salary if the positions were split out. Director del Real-Nava responded. Discussion ensued. Commissioner Hoss asked to see what the costs would be if the positions of Assistant County Manager and HR Director were separated. Deputy District Attorney Maddox commented on statutory language related to the separation of job duties and concerns about violations of the open meeting law. Discussion ensued regarding how this employee would handle a HR conflict since they would work in the department. After discussion the following motion was made by Commissioner Tipton (withdrawn):

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To allow the Assistant County Manager/Human Resource Director to fill a vacancy in the Human Resources Department with a full-time Administrative Clerk I position.

Commissioner Cerri agreed with Commission Hill's comment regarding the need for a plan before we look at hiring anybody else to look at this for the long-term; he stated would like to table this for further review and bring it back. Commissioner Tipton withdrew his motion. The following motion was made by Commissioner Hoss and passed unanimously:

To table this at this time

REQUEST TO ENTER INTO AGREEMENT WITH GRANICUS: Consideration, discussion and possible approval to enter into an agreement with Granicus which provides and maintains the County's meeting and agenda management system, in an amount not to exceed $18,152 in year one, which includes a one-time setup cost of $5300 and pending review and approval of the District Attorney's Office. The annual maintenance will be $13,751.64 in year two and $14,714.25 in year three. The agreement is for service for 36 months and includes set-up, configuration, training and maintenance. Manager Mendiola reviewed the request for the Commission. Clerk Spero commented on information that would be available with this proposal. Commissioner Hill offered comment on the benefits of this proposal. The following motion was made by Commissioner Hill and passed unanimously:

To approve entering into an agreement with Granicus which provides and maintains the County's meeting and agenda management system, in an amount not to exceed $18,152 in year one, which includes a one-time setup cost of $5300 and pending review and approval of the District Attorney's Office; the annual maintenance will be $13,751.64 in year two and $14,714.25 in year three. The agreement is for service for 36 months and includes set-up, configuration, training and maintenance.

2022 COUNTY CALENDAR: Consideration, discussion, and possible approval of the 2022 County Manager's Calendar of Events, including dates for County Commission meetings and other internal and external events. A copy of the proposed calendar was included on the online agenda for review. Manager Mendiola reviewed the item for the Commission. Chairman Cerri stated that this would be a no action item and would be brought back at the December 13, 2021 meeting for discussion and possible action.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1)Other information and upcoming meetings: Chairman Cerri noted the following meetings - December 9, 2021 Regional Planning Commission Meeting, December 13, 2021 Humboldt County Commission (Only meeting in December), December 13, 2021 Regional Airport Board Meeting and December 14, 2021 Winnemucca City Council Meeting.

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2)Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill reported on a Humboldt Development Authority meeting but noted that he had been unable to attend the Paradise Valley Conservation District meeting. Commissioner Hoss reported on an Airport Board meeting. Commissioner Tipton reported on a RAC meeting. Commissioner French stated that he had attended a Public Lands Steering Committee meeting and a NACO Board of Directors meeting but that he would defer his report until the next meeting. Chairman Cerri offered no report.

FUTURE AGENDA ITEMS: Manager Mendiola identified the following items – the public hearing for taking the roads identified today into the county-maintained system, the continued public hearing on the Sakurada nuisance, the HR request for an administrative clerk to include a long-term plan and the Commission calendar for 2022. Commissioner Hoss asked that the HR question be included on the retreat agenda with information on the separation and the impact on the budget. Commissioner Cerri noted the ongoing nuisance issue and the possible need for an enforcement officer noting that it may be necessary to beef up some ordinances to have more control over the process.

PUBLIC COMMENT: Chairman Cerri asked for public comment; none offered.

ADJOURNMENT: Chairman Cerri adjourned the meeting at 12:32 p.m.

ATTEST:_____APPROVED:_____

Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Humboldt County Board of Commissioners
March 25, 2024 at 8:30 a.m.
Budget Hearing Minutes

Those present were Chairman Jesse Hill, Commissioners Tom Hoss, Ron Cerri, Ken Tipton and Mark Evatz, County Manager Don Kalkoske, Comptroller Gina Rackley, Deputy Clerk of the Board Maria Diaz and Clerk of the Board Tami Rae Spero (via Teams (exited the hearings between 11:45 a.m. to 3:54 p.m.)). No legal counsel present.

CALL TO ORDER: Chairman Hill called the budget hearings to order at the regular place of meeting the Humboldt County Meeting Room, Courthouse, #201, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Hill asked for public comments. Comptroller Gina Rackley offered public comment on the hiring of the new Comptroller and her concerns about not being involved with the hiring process and asked that the Commission make that decision and not staff. No further public comment was offered.

FISCAL YEAR 2024-2025 BUDGET WORKSHOP: This meeting is the first public hearing on the fiscal year 2024-2025 budgets. The Board of County Commissioners is required to hold budget hearings in accordance with NRS 354.596. The county offices, departments, and boards will present and discuss their fiscal year 2024- 2025 budget proposals with the Board of County Commissioners during the budget workshops. The budget workshops may include the presentation, review, and discussion of revenues, expenditures, and transfers to and from county funds, and specific funding requests including, but not limited to, additions or deletions to personnel, equipment, supplies, and services used or received. The Board of County Commissioners may take action for tentative approval of the proposed budget, but all budgets are subject to final approval and action at the time final budgets are submitted.

NOTE: Miscellaneous General Fund Budgets will be reviewed as time permits throughout the meeting.

FISCAL YEAR 2024-2025 BUDGET OVERVIEW BY COUNTY MANAGER AND OMPTROLLER/AUDITOR:

Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2024 (July 1, 2023 through June 30, 2024), and an overview of the FY2025 budget (see attached). County Manager Don Kalkoske will provide an annual budget message (see attached). Manager Kalkoske summarized his message as provided to the Commission. Discussion ensued regarding whether the Department Heads understood the issues

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with expenditures exceeding revenues. Comptroller Rackley summarized her message but noted information as to revenues received from the State. Discussion ensued regarding the projections for property taxes and net proceeds; how those projections are determined; what the overall revenues should be for the year and what the proposed expenditures are and how the process works; what is the status of the current budget; the status of the Expenditure Review Committee and whether it needs to be reconvened and what that committee did; what the amount of the ending fund balance should be; what the average COLA should be and the impact of personnel on the budget.

ASSESSOR (100-007): Assessor Andy Heiser appeared before the Commission and reviewed his budget request. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Assessor's budget for fiscal year 2024 through 2025.

ASSESSOR TECHNOLOGY FUND (217): Assessor Heiser reviewed his budget request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Assessor's Technology Fund 217 as presented.

Based on an earlier question from Commissioner Evatz, Comptroller Rackley noted what the statutory limit is for the expenditures less capital and what the resulting ending fund balance would be for Humboldt using that limit.

COOPERATIVE EXTENSION (203): Cooperative Extension Agent Brad Schultz reviewed his budget request for the Commission. Discussion ensued regarding the proposed budget. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Cooperative Extension budget for 24/25.

Chairman Hill stated that Court budget will be skipped at this point as the Judge is not available. (at the end of the budget hearings on March 26, 2024, a motion was made and passed to table this item to the April 1st regular County Commission meeting).

6TH JUDICIAL DISTRICT COURT (FUND 205):

Juvenile Probation (034):

District Court (043):

Law Library (045):

Specialty Court (208):

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GENERAL FUND (100): Manager Don Kalkoske appeared before the Commission.

Commissioners (001): Manager Kalkoske reviewed the budget for the Commission. Discussion ensued regarding dues and assessments and the travel line-item with the recommendation to add an additional $5,000.00. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the Commissioners' budget department with the changes tentatively.

County Manager (002): Manager Kalkoske reviewed the budget request for the Commission explaining his intent to leave the vacant position in the budget and explaining. Commissioner Hoss questioned including the HR Director in this budget as well as the amount identified for salaries for the positions. Discussion ensued regarding the need for the additional position in the office including the need for assistance in tracking public lands issues and how to address that and regarding the HR position and where it could be included. Commissioner Hoss noted his concerns with vacancies and offered comments on leaving them in the budgets and what that can lead to; he stated that he would like to see the HR Director out from under the Manager's budget. Chairman Hill stated that is something that can be agendized in the future for discussion. Discussion ensued as to what the Board could do as to removing positions due to the agenda; the determination was that they could choose not to fund the position. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve tentatively.

Personnel (014): Manager Kalkoske reviewed the budget request for the Board. Based on a question from Commissioner Hoss, Comptroller Rackley reviewed the Wellness line-item. The following motion was made by Commissioner Hoss and passed unanimously:

To approve tentatively as is.

Chairman Hill recessed the meeting at 9:53 a.m. reconvening at 9:58 a.m.

Other General Government (015): Manager Kalkoske reviewed the budget request for the Commission. Discussion ensued regarding the increases to this budget including the purchase of a new folding machine, an increase to professional services, the increase to transfer to other funds, insurance increases and what is involved, what the reserve/contingency line-items are used for, the shooting range line-item and the need to maintain it at $5,000.00 and how the Humboldt Water Basin Authority line-item works. Commissioner Evatz offered suggestions that the Insurance Reserve be cut in half, that the

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water plan be left as is and that the contingency be cut in half. Discussion ensued regarding the contingency fund. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve the Other General Government, 015, with these modifications with the adjustment to the Insurance Reserve line-item from seventy-five down to thirty and then whatever the new number is applying a ten percent toward that to determine what the contingency is.

Insect Control (061): Manager Kalkoske reviewed the request for the Commission. Discussion ensued. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve department 061 Insect Control budget as presented.

Intergovernmental (086): Comptroller Rackley reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve as presented the Intergovernmental Department.

EMERGENCY MANAGEMENT (100-036): Emergency Manager Carol Lynn appeared before the Commission and reviewed her budget for the Commission noting that she had distributed a breakout of said request for review by the Commission including a request for a part-time position. Commissioner Tipton spoke in opposition to the new position. Manager Lynn responded and explained. Discussion ensued. Commissioner Hoss noted that Manager Lynn is doing a great job but spoke in opposition to the department growing. Commissioner Evatz offered comment on involving the Sheriff's Office and other options for businesses but noted his concern with adding personnel due to budget concerns. Commissioner Cerri stated his appreciation for the department, but he is not in favor of growing government through use of General Fund monies. Manager Lynn responded noting her efforts with grants but explained the plan to cut grants at a federal level. Chairman Hill asked why a split position is being sought rather than adding hours to the Emergency Manager position. Manager Lynn responded. Comptroller Rackley noted the limits on Manager Lynn's hours due to PERS. Chairman Hill noted his concerns with a shared position stating that he is not against the idea but that the plan may not be the best for the County. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve the Department 039 Emergency Management with the modifications to take it back to the current half-time employment scenario as opposed to a full-time one and the rest staying the same.

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95-80 RDA (220): Community & Economic Development Officer Michelle Hammond Allen appeared before the Commission and reviewed her budget request including her request for a part-time position. Discussion ensued regarding the Service and Supplies line-item, the Brownsfield Grant what it is and how it works, the travel and training line-item and how it is utilized, how the funding from the State works, the pass-thru funds for Pershing County, the status of projects based on the current budget amounts remaining, the employee request, the ability to contract out assistance with projects in place of an employee, and the use of GOED funding and Brownsfield grant funding including that the request for the position is funded from GOED funds but the Brownsfield grant could be amended to allow for staffing. All Commissioners stated their opposition to the additional position with Chairman Hill indicating that he would be open to the request in the future but not as the presented shared position with another department which is not handling these types of duties. The following motion was made by Commissioner Cerri and passed unanimously:

To amend the budget, denying the part-time position and approving the rest of the budget tentatively.

Chairman Hill asked what the reduction for removal of the position would be. Comptroller Rackley confirmed that it would be $45,000.00.

Chairman Hill recessed the meeting at 11:08 a.m. reconvening at 11:13 a.m.

HUMAN SERVICES (201 AND 211): Human Services Director Denni Byrd appeared before the Commission.

Indigent Services (201): Director Byrd reviewed her budget request for the Commission including her plan to obtain a software program for case management. Discussion ensued regarding the purpose of the Indigent/State line-item. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve the 201 Fund for Indigent Services.

Indigent Medical (211): Discussion ensued regarding this Funds balance and how the Fund works. Commissioner Evatz suggested a reduction of $200,000.00 to this Fund, noting that while it is not General Fund it still shows as being fiscally responsible and can be augmented if necessary. The following motion was made by Commissioner Evatz and passed unanimously:

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To tentatively approved Fund 211, Indigent Medical, Class 52 Services and Supplies with an adjustment in whatever one of those areas or all three of those categories to take the total down to $700,000.00 instead of $919,600.00.

CLERK (004): Clerk Spero appeared before the Commission via Teams and reviewed the budget request noting the items identified in the IT budget and the removal of the business license line item. Discussion ensued regarding the book binding line-item and the microfilm line-item. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Clerk, 004 as submitted.

Elections (003): Deputy County Clerk Jessica Aguire-Koepke appeared before the Commission. Deputy Koepke reviewed the budget request for the Commission. Discussion ensued regarding the request for a trailer for the transporting of election equipment with a suggestion of using a rental. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the 003 elections as presented.

Clerk Spero noted that, as this is only the tentative budget, her Office would explore the option of renting a trailer and return with that information at the time of the final budget discussion.

TREASURER (005): Treasurer Rhona Lecumberry appeared before the Commission and reviewed her budget request. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Treasurer's budget, 005, as presented.

RECORDER (100-006): Recorder Tia Lange appeared before the Commission and reviewed her budget request. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Recorder's budget, 006, as presented.

Recorder Technology Fund: Recorder Lange reported on the status of her Technology Fund. Based on discussion it was determined that no motion was needed for this item as statute only requires an update is required for the Board.

COMPTROLLER/AUDITOR DISCUSSION REGARDING KINGS RIVER GID RENT PAYMENT: Consideration and discussion regarding Kings River GID rent payment to the County. Included on the on-line agenda was a staff report reviewing the information associated with this request (see attached). Comptroller Rackley informed the Commission that the Kings River General Improvement District's tax revenue is not sufficient to pay their expenditures; she noted that she had the Assessor and Treasurer look into

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different tax rates for the District but due to the amount of agricultural land in the district which is abated that did not result in enough additional revenue to pay their bills; she noted that they are a conservative district and the only bills that they have are industrial insurance for the Board, utilities, insurance and rent which is paid back to the County which is as a result of the revenue bond that the County took out for them in 2004 in the amount of $95,000.00 to pay a portion of the cost of their community hall; she detailed what had occurred with the funding for the facility including grants and donations, that payments began in 2005 and at about two years into the process the County just paid off the bond and allowed the District to pay that back by paying rent which they have done noting the rate of interest paid on this loan, that they have paid a total of $104,229.00 to date which covers the $95,000.00 plus the initial premium of $9,229.00. She explained that she had worked with our Auditor on what has been done including the rate of interest being paid and so offered the suggestion that the County could say that they are happy with what has been paid by the District and this would free up some of their revenue though she would still recommend that they do increase their tax rate as that additional $1,000.00 per year in addition to this payment amount would help build up their ending fund balance as by the end of this fiscal year, they won't be able to pay their bills. Comptroller Rackley noted that this is just a discussion item to see if the Commission has a desire to pursue it. Chairman Hill stated that he would be in favor of calling it even as the County shouldn't be in the business of making money off one of their smaller boards. The Commission concurred. Comptroller Rackley indicated that she will reach out to the Kings River Board about the issue and try to get an item on the Commission's second meeting in April to discuss the matter further. Chairman Hill thanked the Comptroller for her work on this issue.

COMPTROLLER/AUDITOR (100-010): Comptroller Gina Rackley appeared before the Commission.

Comptroller/Auditor (100-010): Comptroller Rackley reviewed her budget request for the Commission. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Department 010 Comptroller as presented.

Rural Street Lights (100-051): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Rural Street Lights, Department 051, as presented.

Chairman Hill recessed the meeting at 12:03 p.m. reconvening at 12:25 p.m.

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Public Health Nurse (100-060): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve Public Health Nurse, Department 060, as presented.

Other Culture & Recreation (100-071): Comptroller Rackley reported that there is no budget associated with this item. No action required.

Community Support (100-080): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To approve Department 080, Community Support as presented, tentatively.

Stabilization Fund (206): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Stabilization Fund, 206, as presented.

Genetic Marker Test (213): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Genetic Marker Test budget, number 213, as presented.

Unemployment Compensation (214): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Evatz and passed unanimously:

For 214, Unemployment Compensation, to tentatively approve the services and supplies with an adjustment from $50,000.00 down to $25,000.00.

Payment in Lieu of Taxes (PILT) (215): Comptroller Rackley reviewed the budget request for the Commission noting the proposal to transfer funds to the Road Fund and to the Capital Projects Fund. Discussion ensued regarding the status of PILT and its funding. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve Fund 215, PILT, as presented.

Compensated Absences (216): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Fund 216, Compensated Absences, as presented.

Capital Projects (301): Manager Kalkoske reviewed the budget request for the Commission including that he hopes the McDermitt Communication site is done by the end of this fiscal year, there will be the buildings, towers and site construction for Eagle Creek and Double H communication sites and the

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shelter for the Saipan Peak communication site. Discussion ensued regarding the Eagle Creek and Golconda sites and the work being done with BLM based on a change; what funds in this Fund can be used for and the process, that no other projects are included in this Fund, the status of items such as the well in Grass Valley, the Court renovation, the ADA compliance project and the on-going nature of the Communications project. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve Capital Projects budget, Department 301.

Building Reserve (302): Manager Kalkoske reviewed the budget request for the Commission noting what had been spent from the current budget year and indicating that this budget only includes the Buildings & Grounds building based on the retreat direction as to the court project. Commissioner Evatz voiced concern about the level of the funding based on what is being spent. Discussion ensued as to how this Fund works in comparison to the Capital Projects, what is planned for this year, who manages projects and what the Owner Representative does with projects, the plan to aggressively build the Building Reserve Fund for the ability to save towards a larger project and the status and plan for the Buildings & Grounds building. The following motion was made by Commissioner Tipton and passed unanimously:

To approve as presented, tentatively, Building Reserve, number 302.

Debt Service Fund (400): Comptroller Rackley explained that as the County has no debt, so there is nothing to be approved with this Fund. No action taken.

Solid Waste Management (502): Comptroller Rackley explained that a portion of the salaries associated with the Comptroller's Office and the County Manager's Office are paid for out of this Fund due to the work with the landfill processes. Manager Kalkoske reviewed the budget request related to the proposed transfer sites for Denio, Orovada, Kings River and Paradise Valley with two sites being included in this budget request. Discussion ensued including what the proposal is for the sites, where they will be located, the closure of the current locations, how much of the work can be done in-house, whether doing one site a year to stretch out the impact on the budget as well as the impact on Public Works is better or bundling the projects which may result in cost savings as to a contractor and issues with blowing trash and if there are less costly ways to address that. Based on a question from Commissioner Evatz as to the increase to the Contract line-item, Comptroller Rackley noted a contract with the landfill operator, DeLong Construction, and a required increase. Discussion ensued regarding the reason for the

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redo of the transfer sites with concerns expressed about the cost identified. Manager Kalkoske suggested that if one is approved in this budget, Public Works could see what they can get done to drive the costs down. Chairman Hill asked if the engineering needs to be looked at as maybe we are overengineering the sites. Commissioner Hoss noted that the design was engineered per Subtitle D and explained; he suggested that plans must exist somewhere which he could research rather than having new ones drawn up. Chairman Hill asked if the plan had been prepared by Dowl or if this was just an estimate. Manager Kalkoske explained that the plans used were taken from Pershing County and provided to Dowl to assist in building off of with current and updated engineering as required, so the project is ready to go to bid but he was waiting for budget hearings. Commissioner Ceri noted that most people in the rural areas have their own dumpster but sometimes it isn't sufficient, so they go to the transfer site; he commented on the usage in the Orovada area. Commissioner Hoss suggested looking at the size proposed to see if smaller would work. Commissioner Evatz suggested providing funding to improve the fencing to capture blowing trash and evaluating whether there are any safety issues to address because based on where we stand financially, he just does not have the appetite to spend this kind of money even spread out over two years. Chairman Hill concurred with Commissioner Evatz's comments noting the erosion to ending fund balance and that the service is being provided to our residents and while it may not be ideal, it is safe, and it works, so he would support cutting this cost until we are doing better financially. The following motion was made by Commissioner Evatz and passed unanimously:

For Fund 502, Solid Waste Management, that we tentatively approve the budget as submitted for wages, benefits, services and supplies, but that we don't approve the $1,000,000.00 Capital Outlay; that we ask the County Manager to come back with something that addresses the garbage capture fencing need, as well as any underlying safety issues that haven't been identified in an amount not to exceed $100,000.00.

Opioid Settlement Fund (221): Comptroller Rackley reviewed the request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To tentatively the Opioid Settlement Fund as presented.

Self-Insurance Fund (504): Comptroller Rackley reviewed the request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve the Self-Insurance Fund, 504 as presented.

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JUSTICE COURT (100-042): Justice of the Peace Jim Loveless and Court Administrator Carmen Garcia appeared before the Commission.

Justice Court (100-042): Justice of the Peace Loveless noted that an error was made, and they neglected to put a funding request in for the Substitute Judges line-item and that request would be for $20,000.00. He continued reviewing the budget request for the Commission. Discussion ensued including removing $1,000.00 from the Professional Services line-item, the removal of $500.00 for alcohol monitoring, to reduce the Interpreter line-item to $3,000.00, to reduce the Postage line-item to $2,000.00, a reduction to Services and Supplies line-item by $1,000.00 for a total reduction of $7,500.00. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Department 042, Justice Court with these modifications under Class 51 wages and salaries adding $20,000.00 into the line-item of Substitute Judge, under Services and Supplies, changing Services and Supplies from $5,050.00 to $4,000.00, Postage from $4,000.00 to $2,000.00, Interpreters from $6,000.00 to $3,000.00, eliminating Alcohol Monitoring to zero and Professional Services to zero.

Administrative Assessment (209): Justice of the Peace Loveless reviewed the budget request for the Commission. The following motion was made by Commissioner Cerri:

To tentatively approve the Administrative Assessment budget, number 209, as presented.

Commissioner Evatz noted reductions that could be made to the Fund in Services and Supplies to help in offsetting the additional $20,000.00 added in the prior budget request. Commissioner Cerri commented on the status of the current budget and stated that his motion stands as made. Chairman Hill called Commissioner Cerri's motion to a vote, and it passed unanimously.

Administrative Assistant/Court Facilities (219): Justice of the Peace Loveless reviewed the budget request for the Commission with Comptroller Rackley noting the inclusion of funding in this Fund for the proposed Court Improvement Project. The following motion was made by Commissioner Tipton and passed unanimously:

To approve Fund 219 as presented, tentatively.

PLANNING (100-011): Senior Planning Technician Betty Lawrence appeared before the Commission and reviewed the budget request for the Commission. Discussion ensued regarding the Postage line-item and the ability to reduce by $1,000.00 and the purpose of the Professional Services line-item. The following motion was made by Commissioner Cerri and passed unanimously:

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To tentatively approve the Planning budget with the reduction in the postage from $2,000.00 down to $1,000.00.

Mrs. Lawrence commented that the Administrative Clerk that is shared by her Department and the Building Department is doing above and beyond what an Administrative Clerk II does so she will be making the request to get her moved up and appropriately compensated.

DISTRICT ATTORNEY (100-040): District Attorney Kevin Pasquale and Office Manager Nancy Jurad appeared before the Commission.

District Attorney (100-040): District Attorney Pasquale reviewed the budget request for the Commission noting the inclusion of an additional Deputy position due to the direction from the State that more public defenders will be added and the inclusion of funds for signing bonuses. Discussion ensued regarding the mandate from the State as to whether there is any State funding available, that funding is only available for the public defender positions, what the amount of the signing bonuses would be, how using bonuses for these positions could impact other positions and the difficulty in filling the positions. District Attorney Pasquale noted that, if the increase does not occur on the public defender side, he would not need the additional position and only half of the funding for the signing bonuses. Chairman Hill commented that, while he is okay with the bonuses, he is not in favor of the additional position at this time. Discussion ensued regarding reducing the postage to $2,000.00 and the salary/benefits by $179,200.00 which puts the total reduction at $181,700.00. The following motion was made by Commissioner Evatz and passed unanimously:

For the District Attorney line item, Department 040, that we tentatively approve the budget as submitted with the modifications as discussed, which includes removal of the one position and the associated bonus of $27,500.00 that was tied to that and then down under Services and Supplies that we take the Postage from $4,500.00 to $2,000.00 and that should equate to a total reduction for 040 of $181,700.00.

Child Support (100-041): District Attorney Pasquale reviewed the budget request for the Commission. Discussion ensued regarding a reduction in postage and the travel line-item. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

For Department 041, Child Support Enforcement, to tentatively approve the budget as submitted with a modification to Service and Supplies, the line-item Postage from $8,500.00 down to $5,500.00.

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Check Restitution (210): Comptroller Rackley reviewed the budget request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To approve tentatively number 210, Check Restitution, as presented.

Chairman Hill recessed the meeting at 2:09 p.m. reconvening at 2:20 p.m.

BUILDING INSPECTOR (100) (100-033): Manager Kalkoske reviewed the budget for the Commission noting that the budget as presented contains only the salary for an Inspector and half the salary for the administrative clerk position shared with Planning, but that augmentation may be needed if a Building Official is hired and explained what is being looked at for the department. Discussion ensued as to what is occurring with the Building Official duties currently. Commissioner Cerri noted the cost savings with contracting the official duties and asked why we don't continue to do that. Manager Kalkoske responded as to the difficulty with that. Chairman Hill commented on the need for getting someone into the position locally and explained the benefit to the community of that. Commissioner Evatz noted the importance of being open for business. Discussion ensued regarding the difference between the Official and the Inspector positions. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Building Inspector, 033, as presented.

PUBLIC DEFENDER (100-048): Matt Stermitz, Humboldt County Public Defender appeared before the Commission. Comptroller Rackley reviewed the budget request for the Commission noting that there is an increase of COLA in the salary line-item and an increase to the Conflict Counsel line-item. Commissioner Hoss asked about the sufficiency of the PERS amount based on the salaries and Comptroller Rackley responded. Discussion ensued regarding the DIDS study regarding public defender coverage of the County with Manager Kalkoske explaining what he is looking at currently and Public Defender Stermitz commenting. Manager Kalkoske noted that the item would come before the Commission on a future agenda. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

For tentative approval of the budget for the Public Defender as presented.

ALTERNATE PUBLIC DEFENDER (100-049): Manager Kalkoske noted that the current Alternate Public Defender, Maureen McQuillan has tendered her resignation. Public Defender Stermitz explained the difference between the Public Defender and the Alternate Public Defender for the Commission.

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Discussion ensued regarding the department, including that it may need to be dissolved based on the DIDS determination. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

That the 049, Alternate Public Defender that we approve that budget on a tentative basis and look forward to subsequent discussions led by the County Manager.

LIBRARY (207): Library Director Jessica Anderson appeared before the Commission and reviewed the budget request for the Commission. Discussion ensued regarding the request for a part-time position and the current staffing. Commissioner Cerri noted his concern about adding a new position and stated that he is not in favor. Commissioners Tipton and Hoss concurred with Commissioner Cerri's comments. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Library's budget on 207 as presented minus/denying the hiring of a half-time position.

LIBRARY MEMORIAL FUND (740): Director Anderson reviewed the budget request for the Commission. Discussion ensued regarding the Printing and Advertising line-item and the Summer Learning line-item funding levels and that this Fund is just donation driven. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve the Fund 740, the Library Memorial Fund, as presented.

SHERIFF'S OFFICE: Sheriff Angel Cardenas, Under Sheriff Damon Kuskie, Captain Sean Wilkin and Captain Jeremy Peters appeared before the Commission.

Patrol (100-030): Captain Wilkin noted a correction for the budget as presented, stating that the overall total should be $5,581,365.00 as the line-item for Radio Contract and Maintenance was left blank but should have been maintained at $50,000.00. Discussion ensued regarding the Telephone line-item and what has been included in there, the Postage line-item, the Overtime line-item, staffing issues, the B&A line-item, the Radio Contract and Maintenance line-item and vehicles including issues with getting them in and the lease program. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve the Sheriff, Patrol Department, 030 budget as presented.

Detention (100-031): Captain Peters noted a correction for the line-item for Travel and Training as it was entered as $2,000.00 but should have been $20,000.00 which puts the total request at $4,045,353.00.

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Discussion ensued regarding the medical coverage for the Detention Center including the four options available for the service and the costs associated with those services, the Service Agreement Machine Cost line-item, the Groceries line-item, equipment rental, a reduction of the Grocery line-item to $250,000.00, how inmate medical is currently handled, concerns with physician coverage if the current doctor retires as well as the need to increase that coverage by the doctor for two nurses, concerns with liability for Detention Deputies working in a medical capacity, the loss of grant funding for the cost of the nurse coverage, the benefits of Recon coverage including physician coverage and prescriptions, other counties using the service, that the proposed budget figure includes dental coverage which is not included in the Recon package and concerns with the increase in this budget due to inmate medical. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

That for Department 031, Detention, that we approve the budget as tentatively submitted with these modifications, that the Service and Supplies line-item goes from $55,000.00 to $45,000.00 for a $10,000.00 savings, that the Service Agreement and Machine Costs goes from $70,053.00 to $60,000.00 for another $10,000.00, roughly, savings, that the Groceries go from $300,000.00 to $275,0000.00 for a $25,000.00 savings, with the Travel and Training adding that zero so it goes from $2,000.00 up to the $20,000.00 as explained and that the Inmate Medical goes from $560,000.00 to $400,000.00 with a note to figure it out and the Equipment Rental goes from $6,000.00 to $3,000.00.

Dispatch (100-032): Comptroller Rackley noted a correction for the PERS under Central Control taking it from $10,000.00 to $100,000.00. Under Sheriff Kuskie reviewed the request for the Commission. Discussion ensued regarding staffing, various line-items within the budget and the group insurance line-item. The following motion was made by Commissioner and passed unanimously:

To tentatively approve the Dispatch budget, 032, with the change in the PERS Central Control with the change from $10,000.00 to $100,0000.00 and to amend the dollar amount for the services and supply from $40,000.00 to $30,000.00.

Task Force (100-037): Captain Wilkin reviewed the budget request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Task Force, 037, as presented.

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911 Enhancement (218): Comptroller Rackley reviewed the request for the Commission noting that this is in alignment with the five-year master plan as adopted by the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the 911 Enhancement Fund as presented.

Chairman Hill recessed the meeting at 4:22 p.m. reconvening at 4:27 p.m. moving to item 26 on the agenda.

TECHNOLOGY SERVICES DEPARTMENT: Technology Director Mike DeTullio appeared before the Commission.

COMPUTER SYSTEMS (100-008): Director DeTullio reviewed the budget request for Computer Systems. Discussion ensued regarding the separation of the one position out of the TV District Fund which is currently part of a three-way split with Communications and Computers and splitting the position just between those two departments which are part of the General Fund, the Services and Supplies line-item, the Contracts and Agreements line-item, Professional Services line-item, Special Department Projects line-item, Software line-item; discussion ensued regarding the cameras. Commissioner Tipton asked if Service and Supplies could be reduced to $35,000.00 and Professional Services to $25,000.00. The following motion was made by Commissioner Tipton and passed unanimously:

For tentative approval of 008 Computer Systems with the changes of Services and Supplies dropped from $40,000.00 to $35,000.00 and Professional Services from $35,000.0 to $25,000.00 and that the position shared by the three departments remain split three ways.

COMMUNICATIONS (100-012): Director DeTullio reviewed the budget request for the Commission including a request for an additional employee in this department. The following motion was made by Commissioner Tipton and passed unanimously:

To approve tentatively the Communications 012 with the only change being the salary to one third, one third, one third.

HUMBOLDT TV DISTRICT (501): Director DeTullio reviewed the request for the Commission noting that an increase in salaries will occur with the previously discussed position being moved back into this Fund. Discussion ensued regarding the utility line-item, the services and supplies line-item being reduced to $30,000.00 and the Capital line-item. The following motion was made by Commissioner Tipton and passed unanimously:

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To tentatively approve for Fund 501 Humboldt Television cutting services and supplies from $50,000.00 to $30,000.00 and changing the salaries to one third, one third, one third.

QUINN RIVER TV (709): The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Quinn River TV District 709 tentatively.

DENIO TV (710): Comptroller Rackley reviewed the request, noting that that this Fund needs to be dissolved and explained. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve tentatively as presented.

PUBLIC COMMENT: Chairman Hill asked for public comment; none offered.

Chairman Hill recessed the budget hearings at 5:11 p.m. to reconvene at 8:30 a.m. on Tuesday, March 26, 2024.

Chairman Hill reconvened the Budget Hearings at 8:30 a.m. on Tuesday, March 26, 2024.

Those present were Chairman Jesse Hill, Commissioners Tom Hoss, Ron Cerri, Ken Tipton and Mark Evatz, County Manager Don Kalkoske, Comptroller Gina Rackley, Deputy Clerk of the Board Maria Diaz and Clerk of the Board Tami Rae Spero (via Teams). No legal counsel present.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

BUILDINGS & GROUNDS (100-009): Facilities Manager Joaquin Padilla and Administrative Clerk Rebecca Azurmendi appeared before the Commission. Manager Padilla reviewed the request for replacing the cyber key system noting that the cost would be reduced from $400,000.00 to $224,000.00 and discussion ensued. Discussion ensued regarding the salary reduction due to retirements. Review occurred as to the Service and Supplies line-items including the removal of the fair buildings line-item from the budget, what the Sage Heights line-item encompasses and how the line-item should be budgeted to cover projects. Commissioner Hoss asked that the trees in the Sage Heights area be trimmed back and maintained. Discussion continued as to the Services and Supplies including janitorial coverage for the different departments, the tooling increase including how the tool allowance impacts this, the replacement of vacuums and the plan to have an employee who will be taking over the HVAC maintenance so this line-item includes supplies for that, but this will result in a reduction in contracted services. Commissioner Evatz stated that he could only support $145,000.00 at this point. Clerk

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Azurmendi reviewed the costs for items/tools identified for purchase; she noted that the snow removal services are currently included in the Services and Supplies line-item, and they want to move that to the Contracts and Agreements line-item. Review continued for the Services and Supplies line-item for individual buildings including utility costs. Commissioner Hoss asked that utility usage be reviewed for all facilities to see if anything can be done to result in a reduction of the costs. Discussion ensued including direction to the County Manager to review the need for awareness for those in the different buildings. Review continued including the individual line-items within Service and Supplies with discussion as to the removal of the rental line-item, the plan for the Training line-item, whether the Detention Center line-item is sufficient given what needs to be repaired and the reduction of the Contract and Agreements line-item. Review occurred as to the Special Projects line-item including the demolition plan for the abandoned houses and the cost as well as the hope to get a Brownsfield grant to reimburse the cost, that the costs included are for the installation and electrical of the secondary back-up generator for Dispatch which is being purchased in the current budget, the lock system both the current cyber-key system and the planned replacement of that with a different system and the possibility to put this off at this time due to the cost, elevator inspections, the backup system IT agreement which is in this budget, the snow removal contract request, the weed control contract, the proposed child support expansion project and the power improvement for the library. Chairman Hill stated that he would rather see some non-essential capital projects put on hold rather than a cut to services and supplies so as not to sacrifice service. Discussion ensued regarding the employee with HVAC experience. Betty Lawrence with the Planning Department offered comment via Teams on the partial wall request to separate the Recorder and the Planning /Building Department in the Annex building which is not included in this budget proposal but is a need and explained; she commented on the need for carpet on her side of the building. Chairman Hill asked for review on these requests. Recorder Lange offered comments via Teams in support of the wall. Discussion ensued regarding the child support expansion and the demolition of the buildings. After discussion Chairman Hill reviewed the following budget changes – Services & Supplies reduced to $160,000.00 from $200,000.00, Utilities will remain the same but with direction as to a campaign to help with usage, Travel & Training reduced to $5,000.00 from $10,000.00, Contract & Agreements remains at $75,000.00, Special Projects remains the same amount with the reduction on the Library electrical project but the addition of the wall/carpet at the annex

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building, Capital Outlay removed $220,000.00 for key lock system, add the siding for the 4-H Building which will be paid for by the Extension Department but should be coordinated by Buildings & Grounds; this results in a total reduction of $445,000.00 based on the original cost estimate for the key lock system of $400,000.00 for a total budget request of $2,413,050.00.

Commissioner Evatz asked Manager Padilla that things be tracked for better justification for future budget requests, and he suggested that the individual department's requests not be put as "wants", as they may be more than a want for that department. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Facilities Operations budget, Department 009, with the following changes including reducing the service and supplies to $160,000.00, reducing Travel and Training by $5,000.00, cutting out the Capital Outlay in Machinery for the key lock system and that on the Special Projects we leave the demolition project for the Melarkey Street houses conditional on getting a grant to remove those, to add $20,000 for carpet replacement and a wall in the County Annex and to cut the whole County Library Nevada room cost of $20,000.00.

Chairman Hill recessed the meeting at 10:15 a.m. reconvening at 10:22 a.m.

PUBLIC WORKS DEPARTMENT (202): Public Works Director Dan Ferraro and Jennifer Trujillo, Administrative Specialist appeared before the Commission.

Road Fund (202): Director Ferraro reviewed the Road Fund request for the Commission. Review of the Special Projects line-item occurred including discussion on the proposed well at the landfill, the extension of the Lambert Bridge, the status of review by Buildings & Grounds for the Denio house and the need to accomplish that before final budget. Chairman Hill suggested removing the radio item to clean up the budget. Commissioner Evatz suggested that the second services and supplies line-item needs to be brought back up to $20,000.00 and questioned what capital items are still outstanding and how many of the projects are actually completed. Commissioner Cerri commented that he agreed with Commissioner Evatz on the increase to Services & Supplies, on the reduction in Transfer to Other Funds by $500.00, that he is okay with the Capital Outlay request except for the shop extension which is a want not a need and could be delayed, that in the Special Projects line-item he supports the shop roof replacement, noted the need to explore other options for the well at the landfill, suggested that if Lambert is not a safety hazard, that can be removed, his support for the lights in Golconda and the Denio

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fence but the Golconda shop is something that he can go either way on, that the shop heater can wait as it is working and that Denio house needs to be looked at. Discussion ensued regarding what is included in the budget for this fiscal year's request and what is part of future plans for the department, the Lambert Bridge proposal and concerns about the decreasing Fund balance but the need to provide services.

Chairman Hill stated his agreement with the motor grader, questioned the water pump and belly dumps and trailers, that the shop extension should be cut as it is a want, he is good with shop truck and the roof repair, he agreed that options need to be explored for the well at the landfill for sharing costs, that he could go either way with the extensions and he agreed with the Denio fence and lights for Golconda, that the Golconda shop can be put off, he is good with the heater as if it goes out we utilize the money, if it doesn't we don't which allows us to avoid an emergency meeting/approval, he agreed that the Denio house needs to be looked at as has been requested previously and he would not support the purchase of another house until we have a no go on repairs. Commissioner Evatz concurred noting his support for some sort of extension on the Lambert Bridge to get that finished up. Commissioners Tipton and Hoss agreed. Discussion ensued regarding the need for the belly dumps and the water pump which Director Ferraro identified as a need; Chairman Hill stated he was good with the water pump.

Comptroller Rackley clarified that the removal of the one mechanic position results in a reduction of $89,900.00 in salaries/benefits, the Transfers Out line-item is reduced by $500.00, that the removal of the Radio Contract/Maintenance is a reduction to the budget of $600.00, the increase of $5,000.00 to Services and Supplies line-item, a reduction in machinery of two belly dumps and the shop extension for a total of $380,000.00 and that with future planned projects being removed the Special Projects line-item is reduced to $149,000.00 saving $41,000.00. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the Road Fund, 202, with the reductions and additions so stated by the Comptroller.

Regional Transportation Fund (204)/ County (204-053): Public Works Director Ferraro reviewed the budget request for the Commission explaining the increase is based on the dust control costs. Review occurred including the Fund balance and the difference between gravel hauling and rock purchase. Commissioner Evatz noted the amounts budgeted in road maintenance compared to the expenditures

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and his concerns with that. Director Ferraro noted the pavement preservation project planned for this Fund. Commissioner Evatz noted that for the last few years the budget estimate had been 30% higher than the actual expenditures. Manager Kalkoske responded noting what is involved in the bid process for these types of projects including the timeframe between budgets and bidding and price fluctuations. Commissioner Evatz commented that at some point, if we are trying to get expenses to match revenues, overestimating can just as bad as underestimating when you are looking at taxpayer dollars and that he is just trying to get to some kind of semblance of a balanced budget. After discussion the following motion was made by Commissioner Cerri and passed with Chairman Hill and Commissioners Hoss, Cerri and Tipton voting aye and Commissioner Evatz voting nay:

To tentatively approve the Regional Transportation budget, Fund 204 as presented.

City (204-052): Comptroller Rackley noted that she had provided the Commission with what the City's request was for this budget.

PUBLIC WORKS: Director Ferraro commented that the following budgets contain a request for an additional wastewater employee, noting that the main justification for that is the Gold County acquisition and the amount of work involved with it.

Paradise Sewer (708): Director Ferraro reviewed the request for the Commission. Comptroller Rackley noted a rate study needs to be done for this entity as the budget, as it stands, cannot be approved as there is not enough fund balance to cover the request. Discussion ensued related to items within the budget including what the current Fund balance is, the amount brought in annually, what the short-lived Asset line-item is, the amount of depreciation, a possible reduction for repair and maintenance, what the process is for a rate study and the need to start that process and what items are contained in the budget request including testing. Discussion ensued regarding cutting the Short-Lived Asset line-item to $100.00, reducing Repair & Maintenance to $1,000.00 and adding $3,000.00 for a rate study. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

For Fund 708, Paradise Valley Sewer District, under Class 52 Service and Supplies changing the Repairs and Maintenance from $5,000.00 to $1,000.00, under Short-Lived Assets changing it from $2,500.00 to $100.00 and then back under Services and Supplies under a new line-item of Contracted Services, a line-item of $3,000.00 for a Rate Study.

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Star City Water (503): Director Ferraro reviewed the budget request for the Commission. Discussion ensued regarding the fund balance for this entity. The following motion was made by Commissioner Tipton and passed unanimously:

To approve Fund 503, Star City Water as presented, tentatively.

McDermitt Water (760): Director Ferraro reviewed the budget request for the Commission. Discussion ensued regarding the Repairs and Maintenance line-item and the proposal for the new truck stop and how that will impact the system. The following motion was made by Commissioner Cerri and passed unanimously:

To tentatively approve the budget for McDermitt Water as presented.

McDermitt Sewer (761): Director Ferraro reviewed the budget request for the Commission. Comptroller Rackley noted that the rate study done for this Fund must be implemented due to concerns with the ending fund balance, so as it stands, this budget cannot be approved. Discussion ensued. Commissioner Evatz suggested that the Services and Supplies line-item be reduced from $20,000.00 to $15,000.00, that the Repairs/Maintenance go from $20,000.00 to $5,000.00 and the Short-Lived Asset line-item to $100.00. The following motion was made by Commissioner Evatz and passed unanimously:

For Fund 761 to tentatively approve the McDermitt Sewer District as presented with modifications as outlined and captured by the Comptroller.

Gold Country Water (505): Director Ferraro reviewed the budget request for the Commission. Comptroller Rackley noted that no funds were provided with this purchase and reviewed the funds available. Discussion ensued including that any capital costs would need to be funded by grants or loans, the lack of approval of grant funding, the opportunity for inter-fund loans, other options to share equipment between systems, the status of the meters, the issues that were identified with the funds available for this system when it was purchased, the possible ability of using any left over ARPA funds for these systems, the need for a capital line item on the bills and the situation with the operator of the system. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve Fund 505 for the Gold Country Water as submitted.

Chairman Hill recessed the meeting at 12:08 p.m. reconvening at 12:15 p.m.

WINNEMUCCA EVENTS COMPLEX FUND (212): WCVA Director Kim Petersen appeared before the Commission.

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Ag District 3 (212-070): Director Peterson reviewed the budget request for the Commission including the Capital Projects identified including the Barn 8 & 9 metal roof retrofit, the sidewalk for the restroom/shower facility, the landscaping & irrigation retrofit, the grading & installing of base rock for two of the campgrounds, the security camera phase 2, tree & irrigation system for campground C and the exterior painting of the Exhibit Hall, the Cooperative Extension Office and the grandstand. Discussion ensued regarding that the funding for these projects comes from the 2%, the importance of preventative maintenance, the plan for Cooperative Extension to repair their building, that the WCVA is not involved in funding these projects as presented unless something changed and the need for a multi-functional building that will also serve as the 4-H sale building. The following motion was made by Commissioner Evatz and passed unanimously:

To approve Department 070 Ag District 3 tentatively approve as submitted.

Indoor Events Center (212-073): Director Petersen reviewed the budget request for the Commission including the Capital Projects identified of the Event Center roof seal and the flagpole replacement. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Fund 073, Indoor Events Center budget as presented.

REVIEW AND POSSIBLE REVISIONS OF WORKSHOP ACTIONS: Consideration, discussion, and possible actions based on review of the decisions made during the hearing, including, but not limited to revisions to individual budgets. Comptroller Rackley reported that the changes made results in a reduction of $2,560,603.00, over all of the budgets, but what is not included is the contingency fund amendment, but she will provide that as well as a break-out of all the reductions via email to the Commission later today. Discussion ensued regarding the District Court budget which is still pending. The following motion was made by Commissioner Tipton and passed unanimously:

To table item number eight which is the judicial and re-agendize it on a future Commission meeting.

Chairman

PUBLIC COMMENT: Chairman Hill asked for public comment; none offered.

ADJOURNMENT: Chairman Hill adjourned the meeting at 1:02 p.m.

ATTEST:_____APPROVED:_____

Clerk Chairman

UNAPPROVED/UNOFFICIAL

(Minutes approved by the Commission and signed by the Chairman on _____)

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Those present were Chairman Jim French, Commissioners Ken Tipton, Ron Cerri, Jesse Hill, and Tom Hoss, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero

CALL TO ORDER: Chairman Cerri called the regular meeting to order at the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Cerri asked for public comment. No public comment offered. Commissioner Hoss noted discrepancies on the calendar including duplicate dates in June and the dates for the August meetings. Nothing further offered.

STAFF REPORT: Staff Report provided to the Board for review (see attached).

FIX THE TERM OF THE CHAIR AND THE VICE-CHAIR, NOMINATE AND ELECT CHAIR AND VICE-CHAIR: Consideration, discussion and possible approval to set the term of the office of Chairman and Vice Chairman of the Board for the Humboldt County commission and to include nomination and election of chairman and vice chairman of the board pursuant to NRS 244.070. Chairman Cerri offered his thanks and appreciation to the Commissioners, the County Manager and all County employees given the trying year it has been and stated his honor as serving as Chairman of the Board and commented on his term. Chairman Cerri nominated Commissioner French as chairman and Commissioner Tipton as Vice-Chair; no further nominations offered; Chairman Cerri closed the nominations. Chairman Cerri offered the following motion which passed unanimously:

To set the term to one-year and to elect Commissioner French as Chair and Commissioner Tipton as Vice-Chair.

Commissioner Cerri turned the meeting over to Commissioner French who assumed the duties as Chairman of the Commission. Commissioner Hill and Chairman French offered thanks to Commissioner Cerri for his service as Chair.

ANNUAL SERVICE AWARDS PRESENTATION TO HUMBOLDT COUNTY OFFICIALS AND EMPLOYEES: Manager Mendiola and Chairman French presented the annual service awards to the following recipients: 5 year - Levi Carl, Kevin Wiggin, Manda Howard, Jazmin Mendoza, Abel del Real-Nava, Jeremy Peters, Tina Martino, Elisha Formby, Jeanine Poor, Mario Murillo, Josephina Rodriguez, Katherine Bergey, Silvia Bautista, Jamie Wells, Shanae Crutcher and Patrick McDade; 10 year - Michael Macdonald, Kevin Pasquale,

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James French, Kasey Negus and Kirk Vanderwayden; 15 year - Darrel Field; 25 year - Candace Cartier and Steven Ballew.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for February 6, 2017 (Special): March 6, 2017; March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October 15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 9, 2020 (Special); September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 8, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 6, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 7, 2021; September 20, 2021; November 8, 2021; November 22, 2021, and December 13, 2021. Chairman French asked for corrections for the minutes of October 6, 2021 or September 7, 2021; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the minutes for October 6, 2021 as presented.

The following motion was made by Commissioner Cerri and passed unanimously:

To approve the minutes for September 7, 2021 as presented.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR DECEMBER 13, 2021 THROUGH JANUARY 3, 2022: The following motion was made by Commissioner Tipton and passed unanimously:

To approve the expenditures for Humboldt County for period of December 13, 2021 through January 3, 2022.

DETERMINATION OF COMMISSION ASSIGNMENTS FOR 2022: Consideration of, discussion and possible approval of specific assignments for individual Commissioners regarding other Boards and Committees on

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which they serve, including Nevada Association of Counties (NACO), Regional Airport Board, Central Nevada Water Authority (CNWA), Humboldt River Basin Water Authority (HRBWA), Western Interstate Region (WIR), Legislative Interim Land Council, Humboldt Development Authority (HDA), Winnemucca Convention & Visitors Authority (WCVA), Hospital Board, Humboldt Foundation, Northeastern Nevada Regional Development Authority (NNRDA), and Humboldt County Elk Planning Steering Committee, Nevada Works Board and the State Land Use Planning Advisory Council (SLUPAC) and other boards of which Commissioners have historically served on. Included on the online agenda for review was a chart detailing assignments (see attached). Commissioner Hoss asked about the assignment to the Nevada Homeland Security Emergency working group as he had no information on it. Manager Mendiola responded that it could be removed as he could not find any information on it, and he does not believe it exists any longer. Commissioner Cerri noted that a reference to Legislative shows for him and that can be removed. Clerk Spero explained what the Indigent Committee was including the need for it but the lack of meetings in recent years. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the Commission assignments for 2022 with the changes noted.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2022 (July 1, 2021 through June 30, 2022), including possible impacts of the COVID-19 response in the county and an update on the American Recovery Act Funds. Comptroller Rackley reported on October 2021 CTX revenues; noted that other revenues are fine and commented on the status of the ARPA process for both the City and the County. Commissioner Cerri asked about the on-line revenues. Comptroller Rackley responded. Commissioner Cerri asked about the impact of Hycroft closing. Comptroller Rackley responded.

Chairman French stated that the Commission would move to item 11 on the agenda as item 10 is a public hearing which is set for 10:00 a.m.

10:00 A.M. PUBLIC HEARING: Public Works Director Don Kalkoske appeared before the Commission.

ACCEPTANCE OF SABIN DRIVE, STIRRUP STREET AND SPUR STREET INTO THE HUMBOLDT COUNTY ROAD SYSTEM: Consideration, discussion and possible approval for acceptance of dedicated roads into the county-maintained road system pursuant to HCC 16.50.040 and NRS 403.180, and approval for Chair to sign resolution. Chairman French called the public hearing to order at 10:20 a.m. and read the title of the item set to public hearing. Director Kalkoske reviewed the request for the Commission. Commissioner Cerri asked about the need for mag chloride on these roads. Director Kalkoske explained how that is

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handled. Commissioner Cerri noted that there is a cost because of that additional mag requirement. Discussion ensued regarding the revenue aspect for road maintenance, the impact of dust control on said revenues, how the determination is made to apply mag on roads including just portions of roads, if mag impacts home/property values. Commissioner Tipton noted that the County required standards for requesting acceptance into the county-maintained system have been met and he questioned if additional requirements can be added at this time. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To approve or accept the dedication of the roads into the county-maintained road system pursuant to Humboldt County Code 16.50.040 and NRS 403.180 and approve the Chair to sign the resolution.

(Road Resolution No. 01-03-22)

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Kalkoske reported on the snow removal and ice removal over the past few weeks. Commissioner Hoss asked about access to the landfill. Director Kalkoske responded. Commissioner Hill asked about the availability of a dozer if a rescue is needed. Director Kalkoske responded. Director Kalkoske commented on the assistance from various parties including NDOT and the City. Commissioner Cerri noted his appreciation of Director Kalkoske and the employees of the department for keeping the roads open in the rural areas. Manager Mendiola offered thanks to the Road Department on assistance with removal of snow from 5th Street next to the courthouse the parking lot.

DR. STRINGHAM AGREEMENT RENEWAL FOR PUBLIC HEALTH OFFICIAL SERVICES: Consideration, discussion, and possible action regarding an agreement between Dr. Charles Stringham for professional services acting on behalf of the Humboldt County Board of Commissioners in his capacity as Public Health Official as part of the County Board of Health in an amount not to exceed $75,000.00. Included on the online agenda for review was a copy of the proposed contract. Chairman French noted that this is what was done last year, this is an update, and it is covered by ARPA Funds, and he stated that we need to maintain continuity. Commissioner Tipton asked if Dr. Stringham had seen the proposed contract. Manager Mendiola stated that he had not but it is essentially the same contract except a reduction in the amount. Deputy District Attorney Maddox noted the statutory requirement to have a Health Board and a medical officer and explained what was occurring with requirements to report to the State Medical Officer in times of pandemic and the designation by the State Medical Officer of Dr. Stringham as having

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the authority for the required reporting. Deputy District Attorney Maddox continued noting amendments needed for this contract including the need to change the language to reflect the vendor's responsibility to track the status of the not to exceed amount per prior direction of the Board and that it would be a good idea to add a clause for termination without cause with a 30-day provision for either side. Commissioner Hill stated that he would like to see a requirement for invoicing within thirty days of service, so we have a better understanding of where we are at. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the agreement between Humboldt County and Dr. Stringham for professional services acting on behalf of the Humboldt County Board of Commissioners in his capacity as Public Health Official as part of the County Board of Health in an amount not to exceed $75,000.00 to terminating on December 31, 2022 as well as including the recommendations offered by the District Attorney and Commissioner Hill.

PROFESSIONAL SERVICES AGREEMENT RENEWAL WITH NICOLE MAHER FOR PUBLIC RELATIONS SERVICE RELATED TO COUNTY HEALTH BOARD: Consideration, discussion, and possible action regarding a professional services agreement with Nicole Maher to provide public relations services related to the actions of the Humboldt County Health Board and specifically working with County Health Officer Dr. Chet Stringham to coordinate all communication efforts related to the COVID-19 coronavirus, in an amount not to exceed $60,000.00. Included on the online agenda for review was a copy of the proposed contract. Commissioner Hill asked that the invoicing within thirty days of service also be included in this agreement. Manager Mendiola indicated there is not a problem with this vendor, but it is good to add it. Deputy District Attorney Maddox noted the need to include the status of the not to exceed amount on the invoices. Commissioner Hoss would like to add that Mrs. Maher will appear here at the meetings as currently you can't hear her reports. Commissioner Hill agreed. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the professional services contract with Nicole Maher with the changes offered by Commissioners Hill and Hoss and the District Attorney included in an amount not to exceed $60,000.00.

LIBRARY: Library Director Jessica Anderson appeared before the Commission.

REQUEST TO ACCEPT GRANTS FROM THE NEVADA STATE LIBRARY, LIBRARY SERVICES TECHNOLOGY ACT AND REQUEST TO HIRE: Consideration, discussion and possible approval for the following:

A) A $5,912 Collection Development Grant from the Nevada State Library that will help bring new materials to the McDermitt and Denio Branch Libraries. Director Anderson reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

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To approve the request and accept the grant of $5,912.00 for a Collection Development Grant from the Nevada State Library.

B) A $7,000 S.T.E.M. Programming Library Services and Technology Act (LSTA) to support Science, Technology, Engineering, and Math programming and a STEM Fair between January 2022 – June 2022 at the Humboldt County Library. Director Anderson reviewed the request for the Commission. Commissioner Hill asked about the management of the grants. Director Anderson explained. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the $7,000.00 S.T.E.M. Programing Library Services and Technology Act Grant.

Commissioner Hoss asked if Director Anderson could bring back information on these programs and how funds are used; he noted his concern that S.T.E.M. should be handled by the schools. Director Anderson explained the use during post school hours to offer educational projects at the Library. Commissioner Hoss noted that is the information he would be looking for.

C) Request to fill a part-time position (10 hours a week) for a Denio Library Assistant that has been vacant since August 23, 2021. The attrition period of 120 days ended on December 21, 2021 and during that time the need for the position to maintain service at the Denio Library was determined to be essential. Director Anderson reviewed the request for the Commission. Chairman French asked if statistics of use were maintained for the Library. Director Anderson responded. Chairman French noted as with Commissioner Hoss' request, it is important that a periodic update on statistics of usage be provided to the Commission. Commissioner Cerri asked how the hours would be used and questioned the safety aspect noted. Director Anderson responded. Commissioner Tipton stated his support for a report on usage. Commissioner Cerri asked if the funding is included in the current budget. Director Anderson confirmed that it was. Commissioner Hill asked about times the library has been shut down. Director Anderson responded. Manager Mendiola asked that the quarterly report be provided to his office. The following motion was made by Commissioner Cerri and passed unanimously:

To grant the request to fill the part-time position, ten hours a week, at the Denio Library for a library assistant.

BUILDINGS AND GROUNDS: Buildings & Grounds Director Enoc Gaitan appeared before the Commission. REQUEST TO PURCHASE AN ATV AND TO RENEW AGREEMENT WITH CREATIVE CONSTRUCTION AND LANDSCAPING FOR SNOW REMOVAL SERVICES: Consideration, discussion and possible approval of the following:

A) To purchase a 2022 Can-Am Outlander 450 ATV with Additional Accessories of a Winch, Plow, and Sprayer from Sonoma Cycle in an amount not to exceed $8,755.80. County facilities walkways and

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sidewalks are not maintained by any vendor during extreme weather conditions. Chairman French asked why the walkways and sidewalks are not covered and questioned if snow blowers would be better. Director Gaitan responded that his staff has always been responsible for the sidewalks, they have only contracted on parking lot due to insufficient man power as a company would not be available eight hours straight for continued shoveling of the sidewalks; he explained the issues in the past with a snow blower and the benefits of a 4-wheeler including the ability to apply salt with the spreader attachment. Commissioner Hoss asked what other duties the 4-wheeler would be used for. Director Gaitan responded including the use of a weed sprayer attachment during summer commenting on the current use of his personal OHV due to issues with the old OHV. Commissioner Hoss stated the issue is that the old OHV can't be repaired as parts are no longer available; he noted this item was approved in the budget so the only problem is we should have had it on-line for this event; he stated that he believes this is beneficial to the County. Commissioner Hill stated that he believes an OHV is very efficient for the snow we get and agreed with the benefit to be able to keep an employee working on it as a contract would not cover that; he agreed that due to age of the current OHV repairs would not be possible so he would consider this to be a smart purchase. Director Gaitan addressed the availability of the units locally. Commissioner Cerri asked if the current blade would be used on the new unit or does it come with one. Director Gaitan stated that the new one has a blade included; he indicated that they would keep the current OHV until it dies. Commissioner Hoss suggested that they might look at selling or trading it in due to value. Chairman Cerri suggested that that be left to Director Gaitan to determine, that he agrees that if we can buy locally, we should, and he agrees that this is a need. Commissioner Hoss noted that blades and such are not interchangeable. Commissioner Hill noted the benefits to have a back-up or secondary unit so it would be in the best interest of the County to keep the old unit. The following motion was made by Commissioner Hill and passed unanimously:

To purchase the 2022 Can-Am Outlander 450 ATV with additional accessories of a winch, plow, and sprayer from Sonoma Cycle in an amount not to exceed $8,755.80 to maintain our county facilities, walkways and sidewalks that are not maintained by any vendor during extreme conditions.

B) To renew the agreement with Creative Construction and Landscaping (or another snow removal vendor if proposal received by January 29, 2021) for snow removal services from Humboldt County parking lots for the next two years and subject to review by the District Attorney's Office. Manager Mendiola noted that the request for proposal had been published in the local newspaper and others had been contacted but no other interest had been received as of today. Director Gaitan commented that he had contacted Hunewill and Nate's Concrete and neither had expressed an interest and no other parties had expressed

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an interest. Deputy District Attorney Maddox noted the date on the agenda of January 29, 2021 for additional proposals. Manager Mendiola responded that was a misprint, it was December 29, 2021 but it could be kept open until then, but the current contract ends on the 13th of January. Discussion ensued regarding how to address the matter. Deputy District Attorney Maddox offered comments suggesting that, if the Commission wants to accept the proposal, they can or they can continue the proposal period out until January 29th. Chairman French commented on the need for this service given the weather. Commissioner Hill commented that Creative has done a great job but noted concerns with the short time allowed for responses from eligible contractors as contact did not occur until December 27th; he also suggested that this contract should end in July or August to allow time for contractors to prepare for the season and have the opportunity to bid on it fairly as at this point other contractors are busy with current clients and are not going to bid for this contract. Commissioner Hill further requested to see the contract as it was not attached to the agenda; he again noted that the service is being handled well he just like to see some tweaks to make the process more transparent. Chairman French noted his concern at not seeing contract as well and suggested that perhaps this needs to be bumped to the next meeting and we just leave it open until that time so, if anyone is interested, they can offer a proposal just to make sure this is fair. Commissioner Hill noted the misprint on the agenda which makes the time for submission of proposals appear to still be open until January 29th; he stated that he would like to wait but doesn't want to risk having no coverage if it is needed. Director Gaitan commented that he had provided the contract to the County Manager's Office and to the Deputy District Attorney, so he was not sure why it was not included on the agenda. Commissioner Cerri asked if there is a not to exceed amount in this contract. Manager Mendiola responded it is not as there as there is no way to predict as it depends on the weather; that an amount can be added but he would have concerns if the amount were not sufficient so the department would have to manage the coverage. Commissioner Cerri stated that he would like to see a not to exceed amount of $10,000.00 with it being up to the contractor when it hits, say $5,000.00 to come and ask for an increase. Commissioner Hill agreed that there should always be a not to exceed amount. Commissioner Cerri asked about the removal of the snow piles mentioned previously and questioned whether language should that be included in the contract on how that would be handled. Commissioner Hill commented on how it can be handled. Manager Mendiola noted that this situation was based on County work done not the contractor but agreed that it is a good point to add to the contract. Commissioner Hoss agreed that it is important to line it out where to place the snow. Commissioner Hoss asked about whether this contract also results in a conflict within the Manager Mendiola's office. Manager Mendiola stated that it has been reviewed previously and Assistant County Manager del Real-

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Nava is not involved with this process to avoid conflict; he noted that it is hard to avoid any conflict with the size of the community but that can be looked at again by the District Attorney. Commissioner Hill noted his ethical choice to not pursue these types of contracts to avoid the impression of impropriety; he commented on the ability to dump snow and questioned where it is taken. Public Works Director Kalkoske appeared before the Commission and stated that using the river for snow removal is not allowed by NDEP and explained; he commented on the storage ability and what could be looked at. Chairman French noted that it is time for a public hearing asked the Commission's desire as to this item. Discussion ensued regarding the best manner in which to handle the situation. Commissioner Hoss asked for a copy today of the contracts both proposed and prior. Manager Mendiola stated that he can provide the prior contract. Discussion ensued regarding whether an option could be to just extend the current contract until February 7th, the need for both the current and proposed contracts to be provided to the Commissioners, that the contract as proposed has older language and is not in a format that Deputy District Attorney can alter and that Manager Mendiola took responsibility for not attaching a copy of the proposed contract to the agenda and for the error with the date on the agenda. Chairman French stated that this item would be moved to the last item of the day to allow for copies of the past and proposed contracts to be provided.

Chairman French stated that the Board would return to item 10 on the agenda as it is time for a Public Hearing.

The Commission returned to item 15b on the agenda at 11:45 a.m. Deputy District Attorney Maddox stated that after review of the contract she is comfortable with an extension for a period of time. Commissioner Cerri stated that he would like to see the contract renewed to cover us in case of a snow event, but he also wants the amendments previously discussed to be included in any new contract and brought back at a future meeting; he noted that funds are still available under what was approved in the current contract. Commissioner Hill asked if the contractor has agreed to an extension. Manager Mendiola stated that he would reach out to the contractor. Commissioner Hoss asked how removal is done when snow is ongoing. Director Gaitan responded noting that the cost is per incident. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To extend the contract until the February 7th Commission meeting.

HUMAN SERVICES JOB DESCRIPTIONS AND SALARY RANGES FOR APPROVAL: Consideration, discussion and possible approval of the following:

A) Two new job descriptions for the new position of Human Services Director and Deputy Public Guardian. The Human Services Director will assume the non-legal duties of Public Guardianship, the Public

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Administrator, and be responsible for ensuring that Humboldt County meets its health, welfare, and community responsibilities as set forth in the Nevada Revised Statutes and county ordinances. The Deputy Public Guardian will perform duties and responsibilities specifically related to public guardianship. Human Resources Director Abel del Real-Nava appeared before the Commission. Director del Real-Nava stated for the record that he had no involvement in the Creative contract discussed under the previous agenda item. Director del Real-Nava reviewed the request for the Commission noting that the duties of social services are de-centralized right now with duties lying with the County Clerk, the Sixth Judicial District Court and the District Attorney's Office; he reviewed what had occurred in the past with reviewing the proposal including meetings held between the parties involved and the modeling of the proposal off of Churchill County's program. County Clerk Spero offered comments on the duties of the social services department, how it has changed over the years, the level of commitment necessary and the efforts to reform the position. District Attorney Macdonald offered comments on what has been looked at in the past, the public guardian position and how it has grown, that the position is no longer efficient for his Office, issues with conflict that have occurred, other options considered and how those had faired and how the current job descriptions do not match the current descriptions used for the positions. Manager Mendiola commented on information received from Coordinator Linn regarding her duties and how that will be brought forward for more discussion at the Retreat, what types of duties need to be met and that this is quite a challenge. Commissioner Cerri asked about the elected status of the public guardian in the past. District Attorney Macdonald stated yes that the Public Administrator position was elected and that by ordinance that the position served as Public Guardian as well and explained. Commissioner Cerri asked about how the position will be paid for. Director del Real-Nava reviewed his break out compared to the current positions. Commissioner Cerri asked if the position identified in the District Attorney's Office would then go to this department and be removed from the DA's Office. District Attorney Macdonald stated that is correct though he would not guarantee he would not request an additional legal secretary position. Chairman French commented on the IAF reimbursement for costs associated with this program and by approving this position it would allow for reimbursement for these costs as well; he continued commenting on the IAF funding reimbursement. Chairman French suggested that by looking at those two positions those funds will come back to the County. Commissioner Cerri clarified that this would be a new department under the County Manager's Office. Director del Real-Nava confirmed it would and explained recruitment. Chairman French commented on the discussion which had ensued at the IAF Committee about how the programs have grown in the rural areas and how this funding was viewed to assist. Comptroller Gina Rackley commented that funding would be through the Indigent Fund; she stated her

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support for this request if the right person is put into place as it can result in cost savings. District Attorney Macdonald commented on the involvement of the courts in the process. Commissioner Hoss asked about the salary for the person currently in the Human Services position as compared to the amounts being provided here as well as what other costs are involved; Comptroller Rackley reviewed the current salary figures. Chairman French commented on the IAF monies received. Comptroller Rackley explained how the Indigent Funds are maintained. Discussion ensued regarding funding issues, that the department will be overseen by the County Manager, that the current location of the Indigent Office will remain for this department and the new position related to the public guarding duties and how it differs from what is currently occurring. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve two new job descriptions for the new position of Human Services Director and Deputy Public Guardian as presented by staff.

B) Salary range recommendations from a compensation study completed by Human Resources for the range for Human Services Director position is $83,860.97 - $114,355.89 recommended annual salary range for the Deputy Public Guardian position is $41,953.60 - $59,904.00. Director del Real-Nava reviewed the compensation study for the Commission and what changes have occurred since the study was initially done including COLA increases and PERS changes. Commissioner Hoss asked for clarification as to the salary range identified. Directo del Real-Nava explained that the salary range recommended is the same range as for the Planning Director and the Buildings & Grounds Director, but the original study was done in 2020 so there is an incremental difference based on cost-of-living adjustments implemented by the county over the last two fiscal year. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the salary ranges for the Human Services Director and deputy Public Guardian as presented, as that is $83,860.97 to $114,355.89 for the Human Services Director and the deputy Public Guardian would be at $41,953.60 to $59,904.00.

Chairman French recessed the meeting at 11:38 a.m. reconvening at 11:45 a.m. and returning to item 15b on the agenda, the snow removal contract.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1) Other information and upcoming meetings: The following upcoming meetings were noted on the agenda - January 10, 2022 Regional Airport Board Meeting, January 13, 2022 Regional Planning Commission Meeting and January 18, 2022 Humboldt County Commission Meeting.

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2) Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill offered no report. Commissioner Hoss reported on an Airport Board meeting and a LEPC meeting. Commissioner Tipton reported on a Hospital Board meeting and a meeting with Pool/Pact meeting at which Covid mandates were discussed. Asst. County Manager/ Human Resources Director Abel del Real-Nava commented on the Pool/Pact meeting regarding vaccination mandates and what the status is and what would be involved and possible routes that can be taken including penalties for non-compliance. Discussion ensued regarding the potential processes and the ability to offer comments. Commissioner Cerri reported on a WCVA meeting and offered comment on the status of the temporary BLM Wild Horse facility in the Paradise area. Discussion ensued regarding that the area proposed is in a flood plain, the lack of information/images of the last event and the potential for an environmental disaster and how then it would become a Humboldt County problem and the issues it will cause at the landfill. Chairman French reported on the Public Lands Steering Committee activities and the need to remain involved in this once he leaves Office and the efforts for PILT and SSR, his reappointment to the RAC for National Forest activities and the NACO legislative conference which is upcoming, but he commented on why he is considering not attending it.

FUTURE AGENDA ITEMS: Manager Mendiola noted the snow removal agreement with the amendments discussed February 7th, comments on the targeted grazing draft and the Pine Forest Wilderness Scoping letter that he is working on with Jeremy Drue from RCI, the retreat topics identified include the Human Services Department, the courtroom renovation project status including how that will wrap into other proposed capital projects and the Grass Valley Nitrate Engineering Report. Commissioner Hill inquired about the status of an Emergency Director. Manager Mendiola responded. Discussion ensued regarding recent rescues in the community due to the weather and who was involved. Commissioner Cerri asked if we had received a letter regarding sage grouse and if Humboldt wants to be a cooperating agency. Manager Mendiola confirmed he had and had reached out but had not yet received a response.

PUBLIC COMMENT: Chairman French asked for public comment; none offered.

ADJOURNMENT: Chairman French adjourned the meeting at 12:39 p.m.

ATTEST:_____APPROVED:_____

Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Humboldt County Board of Commissioners
Monday, January 24, 2022, at 8:30 a.m.
Retreat Minutes

Those present were Chairman Jim French, Commissioners Ken Tipton, Ron Cerri, Jesse Hill, and Tom Hoss, District Attorney Michael Macdonald, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero

CALL TO ORDER: Chairman French called the regular meeting to order at the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

STAFF REPORT: Staff Report presented to the Board (see attached).

PUBLIC COMMENT: Chairman French asked for public comment. None offered.

CREATION OF HUMAN SERVICES DEPARTMENT IN HUMBOLDT COUNTY: This item was moved to later in the retreat meeting.

HUMBOLDT COUNTY ASSESSOR ANDY HEISER WILL UPDATE THE COMMISSION OF KEY PROJECTS FOR 2022: Assessor Andy Heiser will provide an overview of some key projects that have been under way for some time in migrating the county data from our legacy system to the new GSA software program as well as other exciting changes to the Assessor's office. Assessor Andy Heiser appeared before the Commission and updated the Commission on the GSA Project/Conversion for his Office, the Treasurer's Office, the Clerk's Office and the permitting processes. Assessor Heiser reported on the status of the digitizing of documents. Assessor Heiser continued reporting on his technology concerns including his meeting with Manager Mendiola, his current use of consulting outreach and his concerns that his Office's data is secure and backed up; he noted that he is continuing to work with Technology Services and his hope is that the new hires in that department will assist with these concerns. Discussion ensued regarding his concern with the backups, noting the length required for said backups of twenty-eight days and the work with a consultant on this issue. Chairman French noted that he would like to see this on a future agenda to make sure we get to the point where the County's data is secure and such. Manager Mendiola responded about what had occurred with IT including staffing, that we do have a consultant on board helping with this and the concern is the County's overall network with a follow-up on the Assessor's concerns.

UPDATE ON HUMBOLDT COUNTY COURTROOM AND ENTRY RENOVATIONS: Cushing Terrell Architects and Mike Sheppard from Michael Clay Corporation will provide an update on the Justice and District Court renovation as well as the Courthouse Entry way project that got under way in late 2021. Included on the on-line agenda for review were the staff reports detailing the courthouse remodel and the entryway

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remodel. Angela Hansen with CTA Architects appeared before the Commission to update the status of the courtroom remodels. Diagrams were provided to the Board and were reviewed by Ms. Hansen. Discussion ensued regarding the use of the small courtroom and the mechanical upgrades including options other than natural gas. Ms. Hansen reported that they had not started with the entry way project or the Building & Grounds shop as they were waiting to see how the courtroom remodels ended up. Manager Mendiola commented on the public safety project status including an increase in costs due to the Covid situation; his recommendation is that the Commission approve proceeding with the McDermitt Public Safety Project to improve communication issues and discussed the time frame for that and the funding effect. Chairman French stated his support for leaving these decisions with the County Manager and Technology Director Ric Grantham and the need to recognize projects that are wants as opposed to needs with the Courtroom Project being a need and his support for projects that will reduce the cost on the part of the tax payers going forward. Manager Mendiola noted that he would be asking for approval of up to an additional million dollars for the completion of the McDermitt site which is the most important with Eagle Creek and Double H not being as important at this time. Chairman French noted the availability of those funds within the budget. Commissioner Hoss asked about other sites being included. Manager Mendiola responded explaining what would occur with the McDermitt site, that Eagle Creek will be a brand-new site due to the need to replace the current shelter and for Double H the current conex box will be removed and a new shelter will be put on the site and improvements for the tower but he noted those items are not included in the money discussed today as those will come a couple years down the road. Commissioner Cerri inquired if the McDermitt site project will improve communication for the north even without Eagle Creek and Double H. Manager Mendiola responded yes and explained. Technology Director Grantham explained what would occur with the implementation of the McDermitt site. Commissioner Hoss asked questions about what occurs with improving this site and the total amount needed. Director Grantham and Manager Mendiola responded. Commissioner Hill asked about what is being used currently. Director Grantham responded including an explanation about the increase in costs. Chairman French explained that what is being discussed is all part of the communications plan which was approved seven or so years ago based on the concerns identified at that time and that this process was planned for; he stated this is not a new project it is just part of the original plan. Commissioner Cerri stated that this is a good example of what capital improvements can turn into as it is costing much more than originally expected; he asked if the funds spent will help anyone but the Sheriff such as rural fire. Director Grantham said with Phase Two yes as he must pick and choose on priority and explained why the Sheriff was chosen

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first based on other entities that use that set up. The following motion was made by Commissioner Cerri and passed unanimously:

To approve additional funds for McDermitt site improvements in an amount not to exceed $1,000,000.00.

Commissioner Cerri asked Ms. Hansen if the courtroom plan replaces the current elevator. Ms. Hansen responded no. Ms. Hansen noted how the financing worked, that the full cost would not occur in the first year. Manager Mendiola commented that Judge Montero has committed $3,000,000.00 to this project. Discussion ensued regarding phasing, the construction schedule and the use of a transitional site for the courts during the process, the site of the transitional facility, what would be used for that, the cost of that, the removal of a building on the current site and security concerns. Commissioner Hill stated that it is great that the Court has added additional funding but noted how the cost increased from the original proposal and observed that the cost is not going to go down and that the mechanical side was more than expected; that temporary housing is not included and there is also possible asbestos removal; he noted the need to look at setting aside funds for these type of projects and the need to proceed as the costs will just continue to grow. Commissioner Cerri noted his understanding of the need to put funds into capital improvements and that is fine, when you have the funds, but it is not if you have to remove from the ending fund balance explaining that at one time it was touch and go if we could continue to maintain the services we need to provide so there was not funding available to put into the capital improvement fund but he observed that things do appear to be going the other way so he would not oppose the plan at this time. Chairman French noted that he agreed but that these are want projects not need projects and commented on the need to look at the possibility of raising revenue to cover the needed projects. Manager Mendiola commented on the ongoing effort to include funds for the projects and the amount currently included. Discussion ensued regarding the statutory restrictions on funding placed in the Capital Improvement Projects Fund.

UPDATE ON OTHER CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2022 BUDGET: Consideration, discussion and possible action with regard to capital projects that were approved as part of the fiscal year 2022 budget, including asbestos mitigation and demolition of several county facilities as part of courtroom/entry remodel and other site developments. In addition, it is critical to upgrade communication sites in northern Humboldt County to improve coverage for first responders. Discussion on this agenda item were included as part of the prior item.

UPDATE ON GRASS VALLEY MASTER PLAN AND DIRECTIVE TO MOVE FORWARD:

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A) A presentation by Farr West Engineering to update the Commission regarding the Preliminary Engineering Report that was started approximately one year ago. Brent Farr, President & CEO and David Pulley, Lead Engineer with Farr West Engineering appeared before the Commission via Teams. Manager Mendiola offered a review of the background for this proposal by power point presentation including the locations that are the focus of this proposal, the financial aspect of this plan and the design work involved. Manager Mendiola noted that he would be requesting an additional $37,600.00 to add to the master agreement with Farr West Engineering and explained what it would cover. Commissioner Tipton commented that the proposed cost seemed low based on the cost of the City's project when he was on the Council. Commissioner Hoss asked about the Gold Water system noting his concern about the condition of said system. Manager Mendiola responded including that there would be an appraisal which would determine the status of long-term maintenance and that Farr West would be involved as well. Commissioner Hoss asked if this proposal is based on acquiring Gold Country. Manager Mendiola stated that it is not. Commissioner Cerri asked if this plan could include Pershing County. Manager Mendiola stated that is something he will be looking at, but for now, the majority is Humboldt County, so we need to proceed with that to get a vision going forward.

Mr. Farr addressed the Commission and reviewed a power point presentation which included project planning information. Commissioner Cerri offered comment and asked how long it would be to clean up the nitrates and questioned whether we should be looking at a water system as opposed to a sewer system. Mr. Farr responded stating that they are looking at both as they are interconnected via a two-prong approach and explained. Discussion ensued regarding the issues with installing sewer and water lines at the same time. Chairman French noted the issue with exceeding the appropriate levels as to nitrates and the need to move forward with the process to mitigate the production of nitrates in certain areas out there that have exceeded the nitrate levels; he noted the funding available and that we should move forward as the funding is available and because we are aware of the issues. Commissioner Cerri stated that he needs assurances that the funding is available. Commissioner Tipton stated that his view is that, if we don't find a solution for the problem, it is just kicking the problem down the road. Commissioner Cerri noted that, if you address the water, the problem is solved as that is where the nitrates are, so an implementation of a water system with no more private wells would solve the problem. Chairman French stated that his view is, if the dollars are there, we need to get started sooner rather than later. Mr. Farr commented that, related to funding, the State is firmly behind this project, and it has their attention for the funding. Commissioner Hill asked what else, besides the septics, may have impacted the

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nitrate levels. Mr. Farr responded that it is a combination of septics and agriculture. Commissioner Hill asked what is being done to address the other issues identified. Mr. Farr responded that what is being proposed is not a cure all and explained. Commissioner Hoss asked for clarification of what is being requested to do more for the master plan. Mr. Farr confirmed that is the case. Commissioner Hoss asked whether the Winnemucca Farms properties have been looked at. The response was no with discussion about what may be happening at the site and what can be done to address the issue through the master plan. Commissioner Hoss noted the growth potential and the need to address that in the master plan. Mr. Farr responded noting that, if you have something in place, it can continue to grow and address future issues. Manager Mendiola commented on additional funding possibilities. Commissioner Hill agreed that the new development will be easy to address but asked how you deal with the old development that needs to be addressed. Chairman French responded regarding how the master plan can address those issues. Mr. Farr continued reviewing the two alternatives looked at with one being to connect to the City's system and the other to construct a waste water treatment facility in Grass Valley including the engineering involved, how the current septic tanks would be addressed, the potential location(s) for any facility, how future piping would be addressed, the purpose of the master plan to control aspects of development, the preliminary costs comparison which include planning level estimates that may change based on the future economy, the additional costs charged by the City for connection and services when properties are outside the City limits and the City's concerns about capacity and the need to potentially expand their current facility. Mr. Farr continued reviewing the current recommended alternative to construct a county owned and operated treatment facility consisting of a collection system, a mechanical treatment facility and rapid infiltration basins. Chairman French asked about the need to bring in Pershing County on the discussion now based on the potential impact to the project. Mr. Farr responded that he believes that he and Manager Mendiola do need to sit down and discuss that with them. Manager Mendiola commented on the number of lots in Grass Valley that can be developed in the area. Commissioner Tipton asked if this would connect to the Airport Industrial Park. Manager Mendiola confirmed it would. Mr. Farr commented on the potential for that.

B) Consideration, discussion and possible approval of an amendment to the Master Services Agreement between Humboldt County and Farr West Engineering to expand the scope of the preliminary engineering report into a Master Sewer Plan for the entire Grass Valley area for both the short and long-term plan in an amount not to exceed $37,600 and pending review by the District Attorney's office. American Rescue

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Plan Funds that have been received by the county and will be used to cover this expense. Based on the prior item's discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve an amendment to the Master Services Agreement between Humboldt County and Farr West Engineering to expand the scope of the preliminary engineering report into a Master Sewer Plan for the entire Grass Valley area for both the short and long-term plan in an amount not to exceed $37,600.00 and pending review by the District Attorney's Office.

Chairman French recessed the meeting at 10:52 a.m. reconvening at 10:57 a.m.

REQUEST TO MOVE CREDIT CARD PROGRAM TO NEW WELLS FARGO SYSTEM: Consideration, discussion and possible approval to move the county credit card program from the current Wells Fargo offering to another within the Wells Fargo system for the purpose of improving the process for the county and allow for greater flexibility to manage the program by Treasurer Rhona Lecumberry. Present on behalf of Wells Fargo were Lynn Heislein Relationship Manager and Luke Boan, Treasurer Management Consultant and present via Teams was Kya Fields, Payables Consultant. Treasurer Lecumberry reviewed the request for the Commission. Ms. Heislein reviewed the benefits of the proposed new program including the control and compliance aspects; she noted that this situation has been discussed with Treasurer Lecumberry and Comptroller Rackley. Mr. Boan reviewed the management aspects involved, card issuance and fraud controls. Ms. Fields reviewed how system management occurs including the use of a portal, credit limit options, available customization, reporting capability and the benefits of more visibility. Mr. Boan continued reviewing the benefits and additional controls available. Treasurer Lecumberry commented on how this will assist in processing payments, the benefit of being aware of potential fraud and the ability to deal with the need for credit increases. Mr. Boan continued commenting on time, control, efficiency and simplicity benefits. Commissioner Hill asked if there is any additional cost to the County. Mr. Boan responded. Comptroller Rackley commented on the current usage and the possibility of using a card for payment if the County were to go to the self-funded insurance plan. Commissioner Hill asked if this would make it easier to issue cards and would the process change. Comptroller Rackley stated no and noted the adopted policy which requires Commission approval for said issuance. Commissioner Hill questioned whether the County will see an increase in fees as some vendors charge fees for use of a credit card. Mr. Boan and Ms. Fields responded. Commissioner Hill offered the following motion which passed unanimously:

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To approve moving the county credit card program from the current Wells Fargo offering to another within the Wells Fargo system for the purpose of improving the process for the county and allow for greater flexibility to manage the program.

Commissioner Hoss offered comment on the inability to contact the local bank and requested this information on this problem be taken back to whomever is in charge of that. Ms. Heislein noted that a new manager was in place and she is attempting to hire employees; she confirmed she would share the information.

CREATION OF HUMAN SERVICES DEPARTMENT IN HUMBOLDT COUNTY: Consideration, discussion and possible action to formalize the creation of a new Human Services Department in Humboldt County for the purposes of servicing the indigent and underserved population and to assume a portion of the public administrator responsibilities of the District Attorney's office. Included on the on-line agenda for review was a copy of the plan used by Churchill County and a proposed organizational chart. Assistant County Manager/Human Resources Director Abel del Real-Nava appeared for the Commission and explained some changes that are being reviewed including the removal of the Public Administrator duties. District Attorney Macdonald noted that would be different from the original discussion and explained. Clerk Spero noted that she had not been aware of the Public Administrator duties being included and had believed it was only related to the Public Guardian duties. District Attorney Macdonald continued commenting on a prior situation and how he had expressed that the duties dealt with by his Office with both the Guardian and Administrator positions and what is involved with those resulted in his continued intention that these positions would both be involved with this transition. Discussion ensued regarding the language of the job description and concerns expressed that the duties traditionally handled by the Human Services Coordinator may not be being addressed with the addition of these other duties. Director del Real-Nava continued commenting on what is being looked at both on the short-term and the long-term with this department including working with the District Attorney's Office, the Grants' Coordinator, involvement with the Legislative responsibility, fund management and the need to advocate for continued funding and developing a strategic plan which will identify the priorities to bring before the Commission.

Shannon Ernest, Churchill County Social Services Director, appeared before the Commission via Teams and provided a power point presentation setting forth their department which is based off of statute which included statutory references, additional assessments handed down during the 2011 Legislature, funding resources available, language included in NRS 428 regarding the Counties responsibilities including health care, safety net services, items/situation looked at when determining needs, mandated

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services, preventative programs and balancing requirements with the tax funding and what was involved throughout the years and what changed during the years for Churchill.

Commissioner Tipton asked about the building changes based on the growth of the staff. Ms. Ernst responded. Commissioner Hoss asked for the population of the city/county and area covered. Ms. Ernst responded. Director del Real-Nava asked who was involved in the Health District services. Ms. Ernst responded. Manager Mendiola noted that he is not looking at creating a thirty-five-person department and is actually feeling anxious about increasing to a two-person department but what Ms. Ernst has provided is information that can guide the service going forward; he noted the need to hire the director as that will guide the process and suggested that what is needed going forward is coordination with other services in the community. Commissioner Cerri asked why the change from public guardian to include an assistant public guardian. Ms. Ernst responded. District Attorney Macdonald noted that the number of protected persons between Humboldt and Churchill is about the same; he continued noting that the Public Guardian and Public Administrator functions have always been combined and that has always been his intent, that the District Attorney would only handle the legal aspects unless it was a large matter where outside counsel may be needed; that the District Attorney would be providing ongoing legal assistance to this department just as they do to other departments within the County. Chairman French stated that we need to be sure that the matters are clarified. Manager Mendiola noted communication is important. Discussion ensued. Commissioner Hoss questioned the salary identified for the new position compared to the current position and questioned how the duties have changed. Discussion ensued including the concerns with the current coordinator's impending retirement. Manager Mendiola commented on prior situations with developing new departments and what the challenges are to that; he commented on how salaries are set via surveys. Chairman French commented on the history of the program and how the program has changed over the years and what is being looked at now and what must be done to put a department together that will meet the needs of this community including seeking grants. Commissioner Cerri offered commented that he is not excited about having to create a new department but noted the issues previously discussed related to both the Indigent Services and District Attorney's Office and the impact of Federal and State requirements on the duties of this Office. Human Services Coordinator Niki Lynn offered comments about the prior efforts for this change and that the impact of assuming the public guardian/administrator duties in this position actually decreases the salary offered. Commissioner Hill offered comment on his concerns including that by building this department it will make it too easy for people to use this program but he agreed that the help needs to be given to those that deserve it; he

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further asked if positions will be reduced in the District Attorney's Office and the Clerk's Office as this is reducing duties by taking this program away from them. Director del Real-Nava noted that there is a part-time position in the DA's office that will not be filled. Commissioner Hill stated that he would also like to see some clarification on the roles as related to the Public Guardian and Administrator positions. District Attorney Macdonald indicted that he will address that. Clerk Spero commented that the duties of this position do not impact the day to day activities of her Office noting that both the current coordinator and the prior coordinator basically covered everything as they were on call; she reviewed the duties handled by her Office and stated that she was not intending to reduce her current staffing within the Office. Commissioner Tipton asked for clarification on the positions identified. Director del Real-Nava responded. District Attorney Macdonald continued clarifying the proposal. Commissioner Tipton commented on the population numbers for Churchill County. Manager Mendiola commented on the need to cover the duties of the office by both individuals in the office and how that has been handled in other departments. Chairman French commented on what has been discussed today to address this agenda item. Manager Mendiola offered comment on a possible motion directing that himself, the District Attorney and the Human Resources Director work together to proceed with an amendment to the ordinance and the job descriptions though he noted that the new director should be involved with the process. District Attorney Macdonald agreed that the new director would need to be involved plus he would suggest that regular reports be made to the Commission as to the status of the matter; he clarified that the proposal would have the position being under the supervision of the County Manager's office as other department heads are. The following motion was made by Commissioner Tipton and passed unanimously:

To direct the County Manager, the District Attorney and Human Resources to work on amendments to the Humboldt County Code and the job descriptions to finalize the structure of the Human Services Department.

Chairman French recessed the meeting for lunch at 1:02 p.m. reconvening at 1:25 p.m.

MOSQUITO/BLACK FLY PROGRAM UPDATE: County Manager Dave Mendiola will provide an update on the search for an alternative solution to providing mosquito and black fly abatement in Humboldt County and the City of Winnemucca. Robin Gray, as owner of Seven Valleys, LLC, has been the point person for this effort up and down the Humboldt River for over 20-years and will be retiring at the conclusion of the 2022 mosquito and black fly season. The county and city have been researching options to replace those services. Robin Gray appeared before the Commission. Manager Mendiola reviewed the request for the Commission including what has been looked at to cover these duties. Ms. Gray commented on her concerns with fulfilling duties and explained how this position differs from regular pest control and

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discussed the intricacies of the process and offered her recommendations on how the position should be filled. Chairman French asked if Ms. Gray intends to stay through the 2022 season to assist with training. Ms. Gray confirmed it was her intention to do so. Chairman French asked how may employees she has. Ms. Gray responded and discussed what is occurring currently with the mosquito population and how they need to be treated. Commissioner Tipton thanked Robin for all she has done and commented on how bad the situation was before she started. Commissioner Cerri asked about the length of the season. Ms. Gray responded. Commissioner Cerri asked about license requirements. Ms. Gray responded. Commissioner Cerri asked about the number of hours for the employees. Ms. Gray responded. Chairman French asked about the hours dedicated to the fish propagation program. Ms. Gray responded. Discussion ensued regarding the whether the income is sufficient to support Ms. Gray and that the equipment was provided by the County as part of the arrangement. Ms. Gray suggested, if this position also handled the Mormon Cricket issue, that would make it closer to full time; she discussed what her plans are for the future and the possibility of her employees continuing with the program. Chairman French offered his thanks for her effectiveness with dealing with the Winnemucca wave and for her assistance with this change. Discussion ensued regarding the manner in which the treatment products are acquired, and that the County has the storage site. Manager Mendiola explained what is budgeted for by the County. Discussion ensued. Manager Mendiola explained how the RFP would be designed. Discussion ensued regarding various options. Manager Mendiola stated there was no action required on this item.

PUBLIC COMMENT: Chairman French asked for public comment. None offered.

ADJOURNMENT: Chairman French adjourned the meeting at 2:25 p.m.

ATTEST:_____APPROVED:_____
Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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Those present were Chairman Jim French, Commissioners Ken Tipton, Ron Cerri, Jesse Hill, and Tom Hoss, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero

CALL TO ORDER: Chairman French called the regular meeting to order at the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

STAFF REPORT: Staff Report provided to the Board (see attached).

PUBLIC COMMENT: Chairman French asked for public comment; none offered.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018(Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020(Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; August 17, 2020; August 20, 2020 (Special Meeting); September 8, 2020; September 9, 2020 (Special); September 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 8, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 7, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; December 13, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), and February 22, 2022. Chairman French asked for corrections for the minutes of February 22, 2022. Commissioner Hoss noted an error in the name of ARJ Properties on page 7 where letters are transposed. Commissioner Tipton stated that he would not be taking any action on items that occurred before 9:17 a.m. as he had not been in attendance. The following

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motion was made by Commissioner Hoss and passed unanimously with Commissioner Tipton's caveat:

To approve the minutes with the correction as noted.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR FEBRUARY 22, 2022 THROUGH MARCH 7, 2022: The following motion was made by Commissioner Tipton and passed unanimously:

To approve the expenditures for Humboldt County for period of February 22, 2022 through March 7, 2022 as presented.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2022 (July 1, 2021 through June 30, 2022), including possible impacts of the COVID-19 response in the county and an update on the American Recovery Act Funds. Comptroller Rackley reported on the December CTX numbers including the big dollar areas that were down. Comptroller Rackley continued reporting on the ARPA funds noting that the first project is completed.

APPROVAL OF A LETTER OF SUPPORT FOR COMMNET WIRELESS, LLC'S USDA RECONNECT GRANT APPLICATION: Consideration, discussion, and possible approval of a letter of support for Commnet Wireless, LLC's ReConnect Grant application for federal funding under the United States Department of Agriculture (USDA). The ReConnect Loan Grant Program furnishes grants to provide funds for the costs of construction, improvement, or acquisition of facilities and equipment needed to provide broadband service in eligible rural areas. Awarding of the grant will facilitate broadband deployment in areas of rural Humboldt County that currently do not have sufficient access to broadband. JoJo Myers Campos, Director for Nevada for Commnet reviewed the request for the Commission using a Power Point presentation including showing the areas being addressed from McDermitt to Winnemucca explaining that every community from McDermitt to Winnemucca will be addressed and explained the solutions that will used, what the CAFII Commitments are and providing service to the Conservation Camp; she commented on the benefit to the community of the proposal. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the letter of support for Commnet Wireless, LLC's USDA ReConnect Grant application.

REQUEST TO APPROVE MICHAEL CLAY CORPORATION AGREEMENT: Consideration, discussion and possible approval of an agreement between Michael Clay Corporation and Humboldt County to provide construction management services as the county's owner representative for building and infrastructure projects in an amount not to exceed $150,000 over a three-year period. Commissioner Hoss and

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Commissioner Cerri noted difficulty in viewing the prior contract. Manager Mendiola pulled said contract up and reviewed the request for the Commission. Chairman French asked, given the inability to preview the original contract, if the Board wished to move forward or table this item. Commissioner Hill spoke in support of the request. Commissioner Cerri asked about changes from the original contract. Manager Mendiola reviewed the changes included. Deputy District Attorney Maddox confirmed that she has reviewed the contract as proposed. The following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Tipton, Cerri and Hill voting aye and Commissioner Hoss voting nay:

To approve a professional services agreement with Michael Clay Corporation in an amount not to exceed $150,000.00 or more over three years.

Commissioner Hoss noted that he had voted nay as he had not had the opportunity to review the prior contract.

PETITION TO REMOVE PARCEL APN 04-0402-02 PARADISE VALLEY FROM TREASURER'S AUCTION LIST AND AQUIRE FOR PUBLIC PURPOSE: Consideration, discussion, and possible approval to remove parcel APN 04-0402-02 located in Paradise Valley, Nevada from the Humboldt County Treasurer's Delinquent Taxes Auction list, to approve County Manager's application for the County to acquire said parcel for a public purpose and direct Humboldt County Treasurer to give notice of intent to sell pursuant to NRS 361.603. This property sits adjacent to another county property that was originally deeded to the County to be used for a recreational area. If the Commission were to approve to remove this parcel, this would allow the County to expand that area and to allow a "Right of Way" for a resident who currently has no access to their property. Dan Cassinelli, appeared before the Commission and offered public comment asking why this is on the delinquent tax list as during his term on the Commission action was taken to put the property in the County's name and commented on the only land owned by the individual and the right-of-way situation. Treasurer Rhona Lecumberry reviewed what had occurred with the parcel previously including that it had been taken for taxes in the 1960s and, while she believes the County intended to retain it, it does not appear that the required paperwork was ever done. Manager Mendiola commented on what had occurred since he has been with the County. Discussion ensued. Commissioner Tipton asked if the property could just be withheld from the auction and bring this back once research has been done. Chairman French concurred. Glenda Deputy of Paradise Valley offered comment that the agenda was not clear as to what the County was intending and noted the access issue. Trula Wright of Paradise Valley offered public comment requesting that the County hold on to the property for access to the recreational area, but if they are selling it, have it go back to the Mill Ranch because it is part of the historic mill. Deputy

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District Attorney Maddox explained what the purpose of the agenda item was. Mrs. Deputy commented on the current piece of property held by the county for recreation purposes and the lack of management and questioned whether the county would want to maintain this one either. Chairman French agreed and stated that it's something that will be looked at before he leaves office as, if the County is going to take it on, they need to maintain it. Commissioner Cerri noted the comment by Mr. Cassinelli regarding the right-of-way of the other property owner as well as the access used by Mr. Cassinelli which needs to be accounted for. Mr. Cassinelli commented on the access to the county property and other required accesses. Chairman French agreed as to the need to move forward with removing this property from the auction and then bring it back for further discussion on how to handle the issue as, if the County does not want the land, and it is put back for public use, it should be put back to the ranch. Commissioner Hill agreed that a clear definition of the right-of-way is needed. Commissioner Cerri noted that there are at least three people that need right-of-way access through the property. Deputy District Attorney explained what action is allowed under the agenda item. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve to remove parcel APN 04-0402-02 located in Paradise Valley, Nevada from the Humboldt County Treasurer's Delinquent Taxes Auction list, to approve County Manager's application for the County to acquire said parcel for a public purpose.

TREASURER: Treasurer Rhona Lecumberry appeared before the Commission.

RESOLUTION TO SELL DELINQUENT TAX PROPERTIES AT AUCTION: Consideration, discussion and possible approval of the following a Resolution to sell the delinquent tax properties at the 2022 auction. Included on the online agenda for review was a copy of the proposed Resolution and a list of parcels to be sold (see attached). Treasurer Lecumberry reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the resolution to sell the delinquent tax properties at the 2022 auction.

(Resolution No. 03-07-22)

REQUEST TO ENTER INTO AN AGREEMENT WITH MORETON ASSET MANAGEMENT: Consideration, discussion. and possible approval of the following: a request to enter into an agreement with Moreton Asset Management for investment purposes to better manage the County's Certificates of Deposit, pending review by the Humboldt County District Attorney's office. Included on the online agenda for review was a copy of the proposed agreement. Treasurer Lecumberry reviewed the request noting that legal counsel had reviewed the agreement and the offered changes had been agreed to by Moreton. The following motion was made by Commissioner Cerri and passed unanimously:

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To authorize the Treasurer to enter and sign the agreement with Moreton Asset Management pending approval by the District Attorney's Office.

Commissioner Hill asked whether there is a way to clean up the auction items that are slivers and such which keep coming back for auction and not selling. Treasurer Lecumberry responded that the County would have to take ownership of them and explained what could occur with combining. Commissioner Hill asked that it be looked at as to the properties which keep coming back which creates extra work for the Treasurer but may be beneficial to abutting property owners or such. Chairman French stated that he would like to go to auction first and see what comes back and then we can sit down and see what options there are.

CLERK: County Clerk Tami Rae Spero appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY TO HIRE ADMINISTRATIVE CLERK I/II: Consideration, discussion, and possible approval for a request to waive the County Attrition Policy for an Administrative Clerk I/II position due to an employee resignation effective March 11, 2022. Clerk reviewed. The following motion was made by Commissioner Hill and passed unanimously:

To waive the attrition policy to hire an Administrative Clerk I/II for the Clerk's Office.

10:00 A.M. PUBLIC HEARING: CONTINUATION ON NUISANCE UPDATE: Consideration, discussion, and possible action per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, NV owned by Donn L. Sakurada; Assessor's Parcel Number 13-0541-16. The Commission set a requirement for the property owner to provide a proposal and timeframe for demolition or evidence that contractors were contacted and refused to bid to demolish. Said action to include allowing the property owner more time to abate the nuisance and or request the District Attorney's office take legal action against the property owner. Chairman French read the title of the item set to public hearing. Property owner, Donn Sakurada and Keaton Sakurada and Complainant Mark Evatz appeared before the Commission via Teams. Chairman French stated that a demolition proposal had been provided to the Commission today from DeLong Construction, Inc. dated March 1, 2022. Mr. Sakurada said they are proposing to move forward with demolition within 3 weeks from March 1st but if there is a delay beyond 30 days with DeLong, there is a plan B, with Roy Rookstool's excavation company. Commissioner Hill asked if it is finalized and ready to move forward. Mr. Sakurada responded noting the 3-week time frame from March 1st stating that he can submit a form of payment as a formal means to solidify. Mr. Evatz stated his appreciation for the progress made and that he looks forward to seeing DeLong across the street demolishing the nuisance. Commissioner Hoss wanted clarification that the Sakurada's understand they are liable for the $9100.00 landfill fees as that must be

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paid for by the property owners. The Deputy District Attorney's suggested that, if The Board of Commissioners choose to set a date, that a public hearing be set right after that date so that another notice would not be needed as the nuisance still exists. Chairman French asked if there is any public comment; None offered. After discussion on the date for update the following motion was made by Commissioner Tipton and passed unanimously:

To continue this public hearing on the nuisance complaint filed against Donn L. Sakurada at 7140 Jackson Road to April 18, 2022 at 10:00 a.m.

Chairman French stated that the Board would return to item 17 on the agenda.

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission.

APPROVAL OF ROCK CRUSHING BID: Consideration, discussion, and possible approval of a bid from Hunewill Construction for rock crushing services in an amount not to exceed $99,000.00. Included on the online agenda for review was a Staff Report noting that Hunewill Construction Co. Inc. was the only bidder and recommending approval. Director Kalkoske reviewed the request for the Commission The following motion was made by Commissioner Hill and passed unanimously:

To approve a bid from Hunewill Construction for rock crushing service in an amount not to exceed $99,000.00.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Kalkoske reported on continued work on Jungo Road, work occurring on Pedroli, Thompson, Midas Road, Kelly Creek Road, work in Kings River, and Orovada, Little Humboldt, Chimney, Airport repairs and a Star City Water System update. Commissioner Hill asked about Greeley Crossing Road. Director Kalkoske responded noting that road lies with the BLM. Chairman French noted issues at the campground at Chimney Dam with debris which is the responsibility of the County as to clean up. Director Kalkoske responded that he was not aware that the County was responsible and offered possible solutions on how to address. Chairman French noted the need to maintain the area. Commissioner Hill noted the need to include the costs in the budget as Director Kalkoske was not aware of the responsibilities. Chairman French noted that NDOW had expressed an interest in cooperating on it so that should be looked at. Discussion ensued regarding how the situation may be addressed.

SHERIFF: Sheriff Mike Allen appeared before the Commission

LIQUOR BOARD: Sheriff Allen called the Humboldt County Liquor Board to order at 9:40 a.m. Sheriff Allen reviewed the licenses being submitted for consideration stating that all are in compliance and

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recommending approval: Barry Wilkinson & Norman Calhoun Quinn - River Merc; J. Kennedy & D. Acorda - Paradise Valley Bar & Grill; Ted Rookstool - Windspur Supply; Giovanni & Shannon Giordano - Sawtooth Station; Parmjit Singh - BJ's Market; Nola Thomson - Club 40; Georgina Perry - Denio Enterprises; Jeffery Siegel - Diamond Inn Bar; Micaela Fregoso - Pilot Travel Center; Kirandeep Kaur - A-1 Fuel Stop, Inc.; Joginder Lal - McDermitt Gas Lean Motel; Mateo Brambila - Valmy Chevron; Chloe Dufurrena - Say When Inc.; Page Anderson - Watering Hole #1; Abby Thacker - Rocky View LLC. The following motion was made by Commissioner Tipton, was seconded, and passed unanimously:

To approve the second quarter liquor licenses as presented by the Sheriff.

Sheriff Allen adjourned the Liquor Board meeting at 9:41 a.m.

WINNEMUCCA EVENTS COMPLEX/AG #3 DISTRICT: WCVA Director Kim Peterson appeared before the Board.

REQUEST APPROVAL FOR SLURRY SEAL, CRACK FILL AND STRIPING PROPOSAL: Consideration, discussion, and possible action to approve a proposal from Sierra Nevada Construction to slurry seal, crack fill and stripe three parking lots at the Events Complex, in an amount not to exceed $164,007. Included on the online agenda for review was a Staff Report detailing the request including the bids received from Sierra Nevada Construction Inc. and Intermountain Slurry Seal as well as the funding proposal and recommending the bid be awarded to Sierra Nevada Construction, Inc. Director Peterson noted that this item had been included on the prior agenda but due to the language on the agenda action had to be tabled. Commissioner Hill commented that, as indicated during prior discussion, this amount is over the budgeted amount by $20,000.00 but that ARPA funds are covering other costs to offset the budget overage. Chairman French commented on the window of opportunity for repairs when asphalt begins to deteriorate and suggested it is the fairgrounds best interest to get this work done. Commissioners Hill and Cerri agreed. The following motion was made by Commissioner Tipton and passed unanimously:

To accept Agricultural District #3's recommendation to accept the proposal from Sierra Nevada Construction in the amount of $164,007.00 to slurry seal, crack fill and stripe all three parking lots on the Winnemucca Events Complex.

Director Peterson commented on the prior action by the commission 22 years ago on constructing the Winnemucca Events Complex and the benefits to the community and thanked the Commission for their support through the years and discussed this weekend's event. Commissioner Cerri noted the new facility in Fallon and their attempts to take events from our community and the need for the Commission and the WCVA to continue to make this the number one facility in the State. Director Peterson commented on the use of the facilities for sporting events. Commissioner Hill noted the impact of the events on our

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community this weekend and the benefit of the facility for the community.

BUILDINGS AND GROUNDS: Buildings & Grounds Director Enoc Gaitan and Chief Building Engineer, Jeff Tindall appeared before the Commission.

REQUEST TO CONDUCT ASBESTOS ASSESSMENTS AT CERTAIN COUNTY-OWNED FACILITIES: Consideration, discussion, and possible approval of a proposal from Sato Environmental Consultants to conduct asbestos assessments at 534 Melarkey, three (3) Quonsets at Bengochea Circle, Winnemucca Mountain communication building, and the Annex Building Basement Restroom located at 311 S. Bridge Street. The agreement with Sato is in an amount not to exceed $38,606.00 and is pending the District Attorney's review and approval. Included on the online agenda for review was a Staff Report detailing the projects and indicating that due to current and past projects handled by Sato Environmental Consultants for Humboldt County these projects were not put out for bids or proposals. Also included were copies of all proposed contracts. Director Gaitan reviewed the request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve Building and Ground's request, as presented, to contract Sato Environmental Consultants Inc., to provide consultation services for asbestos abatement required for demolition of five buildings owned by Humboldt County; including a residential building located at 537 Melarkey Street, the old Winnemucca Mountain Communications Building, the east and west Quonset huts located at 3320 Bengochea Circle and a Quonset hut located at 3185 Bengochea Circle and the annex building basement restroom project in an amount not to exceed $38,606.00.

Chairman French called for a recess 9:57 a.m. reconvening at 10:05 a.m. and returning to item 12 on the agenda, the public hearing item.

TECHNOLOGY SERVICES: Technology Services Department Director, Ric Grantham appeared before the Commission.

PRESENTATION: A presentation by Humboldt County Technology Services Department Director, Ric Grantham, to update the Board on Technology Services Department and TV District projects. Director Grantham offered an update on the public safety projects including the status of the McDermitt site and the plan to move forward on the Double H site. Director Grantham noted that NDOT had expressed an interest in sharing costs for the build on the Double H site. Discussion ensued regarding if there will be a need to enlarge the footprint. Director Grantham continued updating the Board on the lumen secondary access fiber installation, the status of Denio summit and a proposal for BLM/SACT Wireless to build within the County's right-of-way, re-do on the network wiring at the public works building and the TV District update regarding channels.

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A REQUEST TO APPROVE TENANT: Consideration, discussion, and possible approval for the authorization to proceed with Discussion and Preliminary Planning to Allow NDOT as a Tenant at the County's Double H Public Safety Communication Site. Richard Brooks from Nevada Department of Transportation appeared before the Commission. Mr. Brooks offered comments on what is in the works for NDOT, why Double H is being looked at, the request to partner with Humboldt County through a cooperative agreement to improve the site and what costs could be shared. Chairman French asked if the Denio site is also being considered. Director Grantham responded. Deputy District Attorney Maddox referred to the statutory language that allows for this type of agreement. Commissioner Hill commented that he will trust Director Grantham to bring any concerns before the Commission. Commissioner Tipton noted the benefit for the taxpayers with the State and County cooperating on this project. The following motion was made by Commissioner Cerri and passed unanimously:

To authorize Technology Services Department's Ric Grantham to move forward and continue discussions with NDOT as a possible tenant in the County's BLM Double H Public Safety Communication Site.

WAIVE THE ATTRITION POLICY: Consideration, discussion, and possible approval of a request for Waiver of the Humboldt County Attrition Policy to hire for a Technology Services Technician position vacant due to a staff resignation. Director Grantham reviewed the request for the Commission. Discussion ensued regarding the difficulty in hiring for the positions in IT, including what is involved in the background check process and that the time needed to hire indicates the need to waive the 120-day attrition policy. The following motion was made by Commissioner Hill and passed unanimously:

To waive the attrition policy to hire a technology services technician due to a staff resignation.

PURCHASE EQUIPMENT: Consideration, discussion, and possible approval to purchase E. F. Johnson (Kenwood) VM7000 Viking Mobile Radios from Epic Marketing Company, Inc. in an amount not to exceed $15,000.00. Included on the online agenda for review was a Staff Report detailing said request and noting that this purchase is exempt from competitive solicitation per NRS and a copy of the quote from Epic Marketing Company, Inc. Director Grantham reviewed the request for the Board. Commissioner Tipton asked if the radios would need to be replaced when phase 2 comes on-line. Director Grantham stated he hoped not and explained how he plans to address the situation. Chairman French asked if this cost is included in the current budget. Director Grantham responded that he believes he will be able to cover the cost in the current budget if nothing unexpected occurs. The following motion was made by Commissioner Cerri and passed unanimously:

To approve Technology Services Department's request, as presented, to purchase three E.F. Johnson, Kenwood, VM7000 Viking mobile Radios, from Epic Marketing Company, Inc. in an amount not to exceed

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$15,000.00.

Consideration, discussion, and possible approval to purchase Network Switches from ConvergeOne in an amount not to exceed $50,000.00. Included on the online agenda for review was a Staff Report detailing the request noting that this purchase is exempt from competitive solicitation per NRS and a copy of the quote from ConvergeOne. Director Grantham reviewed the request noting that it is in the current budget. The following motion was made by Commissioner Tipton and passed unanimously:

To approve Technology Services Department's request, as presented, to purchase five network switches, from ConvergeOne, in an amount not to exceed $50,000.00.

Consideration, discussion, and possible approval to purchase SAN Storage Centers from Dell in an amount not to exceed $85,000.00. Included on the online agenda for review was a copy of the Staff Report detailing the request and a copy of the quote from Dell Technologies. Director Grantham reviewed the request for the Board noting that the item was included in the current budget. Commissioner Cerri noted the prior approval and asked if this is putting triple protection in place. Director Grantham responded and explained that this would give multiple off-site storage of all data. Manager Mendiola offered comment on the need for off-site redundancy. The following motion was made by Commissioner Cerri and passed unanimously:

To approve Technology Services Department's request, as presented, to purchase two SAN storage centers, from Dell Computer, in an amount not to exceed $85,000.00.

Commissioner Hill asked for additional information as to why we could not access the Burger King site. Director Grantham responded. Commissioner Hill asked, if the earlier item related to Commnet, would provide any opportunities to partner up and see benefit for the County. Director Grantham stated not that he can see and explained.

LOCAL NEVADA MAIN STREET COMMITTEE PRESENTATION: Representatives from the local Nevada Main Street Committee will update the Board on recent activities. Dave Roden and Jacy Jackson appeared before the Commission and commented on the program and the efforts to beautify the main street area and the request for the County to support. Chairman French asked what is being sought. Ms. Jackson stated that they are seeking grant funding and noted what the City is offering including sidewalk repair; she commented on the need to address the condition of the Ben's Liquor building and what other communities have done to encourage business owners to participate in the process. Chairman French stated that he did not disagree but noted the need to have a specific proposal submitted for consideration; he suggested speaking to the County Manager to begin with and suggested how the intersection of Winnemucca Boulevard/Melarkey Street had been handled as a joint project between the City and

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County. Ms. Jackson commented. Chairman French commented on what he would like to see. Ms. Jackson asked if any funding is available from the Covid funding. Commissioner Tipton stated those funds had already been allocated as the County had chosen to commit that funding to the rural areas; he commented that he believed this would be something that would need to come from the Committee through the City to the County. Discussion ensued regarding the Ben's Liquor building. Ms. Jackson stated that what is being sought is support. Chairman French commented on the cost share agreement between the city and the county; he stated that he believes we are in a perfect place to create an agreement that will benefit all as it is a quality-of-life issue. Commissioner Hill stated his support of that but noted that any fiscal request would need to have a plan provided; he commented on the involvement of a committee to make sure any improvements are maintained. Discussion ensued regarding having a County representative on the Committee. Commissioner Cerri commented on the WCVA's efforts to obtain funding to improve the East Hall of the Convention Center; he suggested working with the WCVA and noted other resources available. Discussion ensued regarding the Main Street Program and that the group will be appearing before the City Council tomorrow.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1) Other information and upcoming meetings: Chairman French noted the upcoming meetings - March 8, 2022, Winnemucca City Council Meeting, March 10, 2022 Regional Planning Commission Meeting, March 14, 2022 Regional Airport Board Meeting and March 21, 2022 Humboldt County Commission Meeting.
2) Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill offered no report. Commissioner Hoss noted upcoming Museum Board and Airport Board meetings. Commissioner Tipton stated that he had attended a meeting of the Hospital Board regarding billings, noted a letter received from the Department of Interior on the Soldier Meadows ACEC and the need to consider whether the County wants to offer comment and a collective bargaining meeting with both the general and the law enforcement employee groups and an upcoming HRWBA meeting. Commissioner Cerri commented on a telephone meeting he had participated in with NDEP related to the short-term holding facility for wild horses/burros in the Paradise Valley area at which the flood history was noted. Discussion ensued regarding the situation. Commissioner Cerri noted a workshop at the Extension Office being presented by the State Water Engineer regarding the Humboldt River which is occurring tomorrow. Chairman French provided a handout to the Board he had received entitled "Funding Transportation & Infrastructure for the Next Generation" and offered comment on the discussion

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which had occurred at a meeting with NDOT representatives and the need for the County to be present at legislative discussions regarding these issues in 2023; he noted an upcoming IAF meeting in Carson City.

FUTURE AGENDA ITEMS: Manager Mendiola noted the following items for future agendas: the property discussed with Mr. Cassinelli, a continued public hearing on the Sakurada nuisance to make sure demolition occurred, a discussion of county-owned properties and consideration of initiating the process again to sell, the request from NV Main Street Committee and discussion regarding options with the properties that are not selling on the tax sales due to location/cost. Commissioner Cerri asked about the status of plans for the crickets as they are showing up. Manager Mendiola responded on what is occurring with State funding, that any information about sightings should be passed on and the need to work with Jeff Schrempp to identify a coordinated plan; discussion ensued. Commissioner Hoss stated that he would like the contracts with the hospital for overseeing the Detention Center and with Dr. Stringham and Nicole Maher reviewed as Covid is winding down; he noted the costs for the inmates going to the hospital which is being paid in addition to the contract with Dr. Stringham; he suggested that we need to push a little harder to see if we can't get the costs reduced. Deputy District Attorney Maddox offered comment on the status of the contract and stated that she will get a copy of the contract for review and to get in front of the Board. Discussion ensued regarding the costs paid for inmates at the Hospital.

PUBLIC COMMENT: Chairman French asked for public comment. Commissioner Hoss commented on a piece of property behind the museum that was tentatively set aside for the museum expansion explaining that Humboldt Development Authority has an item on the City Council's agenda to try and acquire that property, but the museum board would like to see it remain and set in concrete with the museum for their expansion. No further public comment was offered.

ADJOURNMENT: Chairman French adjourned the meeting at 11:59 a.m.

ATTEST:_____APPROVED:_____

Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on _____)

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HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 3, 2024

TO: County Commission

FROM: County Manager Don Kalkoske

SUBJECT: Presentations regarding current activity related to Mormon cricket and Mosquito/Black Fly Abatement.

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:
Representatives from the Nevada Department of Agriculture, Vector Disease Control International and local representatives will present updates on insect control within Humboldt County.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
Each year the Commissioners and the public are provided information about abatement. Mormon cricket sightings have already been reported as early as February. There have been recent reports of mosquito activity in the county.

PREVIOUS ACTION:
Not applicable.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
Not applicable.

FISCAL IMPACT IF APPLICABLE:
Not applicable.

RECOMMENDATION:
None

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
Agenda Request Form

POSSIBLE MOTION:
None. Information Only.

HUMBOLDT COUNTY

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AGENDA REQUEST FORM

DATE: Tuesday, March 26, 2024

TO: County Commission

FROM: Brad Milman/Bureau of Land Management Fire and Aviation

SUBJECT: 2024 Support of Nevada Wildfire Awareness Campaign Proclamation

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:

Requesting the Humboldt County Board of Commissioners approve a proclamation in support of the Nevada Wildfire Awareness Month campaign for May 2024 as a means for education and a call for residents of the county to be ready for the upcoming wildfire season.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

This request has been made and supported in previous years. Having all Federal, State, County, and City entities representing public that are affected by the effects of Wildland fire demonstrate a united effort to protect and educate the public we serve. With increased moisture over the winter and early spring, wildfire season could be extreme for Humboldt County. Residents need to be prepared and create defensible space around their residences before fire season starts.

PREVIOUS ACTION:

Proclamations have been signed in the previous years.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:

N/A

FISCAL IMPACT IF APPLICABLE:

No direct impact for signature of proclamation.

RECOMMENDATION:

Recommend to approve to proclaim May 2024 as Nevada Wildfire Awareness month.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Attached is a proclamation for review and signature.

POSSIBLE MOTION:

Motion to approve the Proclamation in support of the Nevada Wildfire Awareness month for May 2024.

HUMBOLDT COUNTY PROCLAMATION
IN SUPPORT OF THE
NEVADA WILDFIRE AWARENESS CAMPAIGN FOR MAY 2024

RESOLUTION NO: _____

Whereas, wildfire significantly impacts Nevada's environmental, economic and social well-being; and

Whereas, residents must prepare to survive wildfire by ensuring proper management of vegetation surrounding the home and appropriate home construction and maintenance to resist ignition; and

Whereas, residents need to work together to prepare their homes and communities to survive wildfire and commit to become fire adapted; and

Whereas, residents can save precious time in an evacuation by preparing a go-bag and family evacuation plan ahead of time;

Therefore, the Humboldt County Board of County Commissioners proclaim the month of May 2024 as the Nevada Wildfire Awareness Campaign. The proclamation serves as a means for education and a call for residents of Humboldt County to work together to be ready for wildfire.

Passed, Approved and Adopted this 15th day of April, 2024,

By Humboldt County Board of Commissioners

_____
Jesse Hill, Chairman

ATTEST:

_____
Tami Rae Spero, County Clerk

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 2, 2024

TO: County Commission

FROM: Becky Coleman, Great Basin College

SUBJECT: Request for Community Support Grant to be use for fees at the Winnemucca Events Complex for the 2024 Commencement Ceremony

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:

Great Basin College's 2024 Commencement Ceremony will be held at the Winnemucca Events Complex. The ceremony was originally scheduled to be held at the Boys and Girls Club, but their stage in the large gym is not wheelchair accessible. Moving the event to the Events Center will ensure a wheelchair-bound student is able to fully participate in celebrating their accomplishment. Over 400 people attended the ceremony last year, and we expect even more attendees this year.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
As a public higher education institution, our resources are extremely limited. We respectfully ask the County Commission for a Community Support Grant to be applied to the rental fee for the venue.

PREVIOUS ACTION:
None

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
N/A

FISCAL IMPACT IF APPLICABLE:
$1,500

RECOMMENDATION:
Recommend to approve the request for a Community Support Grant to be applied to rental fees at the Event Center in an amount not to exceed $1,500.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
None

POSSIBLE MOTION:
Motion to approve the request for a Community Support Grant to be applied to rental fees at the Event Center in an amount not to exceed $1,500.

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
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STAFF AGENDA REQUEST

DATE: 04/05/2024

TO: County Commission

FROM: Michelle Hammond Allen – Economic Development

SUBJECT: Economic Development: Report on economic development activity in Humboldt County; including project updates from NV Energy, SSR Marigold Mine, and Solidus Resources. (Informational Only) Notice of Economic Development Officer travel to the Main Street Conference for training and support of the local and state Main Street projects. (Informational Only)

REQUESTED AGENDA DATE: 04/15/2024

SUMMARY AND BACKGROUND:

A) Economic Development Officer, Michelle Hammond Allen will introduce the companies' presenting updates to the Commission.

   a. NV Energy will provide an overview of current projects in Humboldt County, as well as discuss energy resiliency and development to support the growth of the region.

   b. SSR Marigold Mine will provide a presentation on the SSR Marigold operations, production, and plans for the future.

   c. Solidus Resources, LLC will provide a presentation introducing the Spring Valley Mine Project, a proposed gold mine operation located in Pershing County, Nevada approximately 20 miles northeast of Lovelock. Solidus is entering the NEPA phase of federal permitting and anticipates a Record of Decision in early 2025 with construction of the mine beginning after that. As part of Solidus' efforts to engage with the community, recent community engagement events have taken place in Grass Valley, Mill City, Lovelock, Winnemucca and at the Pershing County Commissioners' meeting.

B) Economic Development Officer, Michelle Hammond Allen, will provide an overview of the activities of the NV 95-80 RDA and the Humboldt Development Authority.

C) Staff will provide an overview of the upcoming training and travel to the Main Street Now Conference, May 6-8, 2024 in Birmingham, Alabama. For more information: mainstreetnow.org/2024

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
This is being brought before the board to provide communication surrounding economic development efforts and informational updates on current projects that directly affect Humboldt County.

PREVIOUS ACTION:
N/A

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
N/A

FISCAL IMPACT IF APPLICABLE:
Item C – Training and travel to the Main Street Now Conference, May 6-8, 2024

- Included in current department travel budget that is funded through GOED
- Estimated Expense: $4,000
    - $1,000 additionally reimbursed from GOED towards travel
    - **Total estimated fund expense $3,000**

RECOMMENDATION:
N/A

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
24Apr15_SSRMarigold
24Apr15_Solidus Resources
24Apr15_NV9580_HDA

POSSIBLE MOTION:
N/A

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

STAFF REPORT

DATE: Friday, April 5, 2024

TO: County Commission

FROM: Humboldt County Clerk

SUBJECT: Use of County Meeting Room for the 2024 Primary Election activities and a request for the Humboldt County Board of Commissioners to call a special meeting for Friday, June 21, 2024 for canvass and certification of the election.

REQUESTED AGENDA DATE: 04/15/2024

SUMMARY

A request from the Humboldt County Clerk to use the County meeting room for activities related to the 2024 Primary Election for the period of May 21, 2024 through June 20, 2024 including Early Voting, Mail Ballot processes, Ballot Counting and Certification of Election. Also, a request for the Board of Commissioners to set a special meeting for Friday, June 21, 2024 for canvass and certification of the election.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The election period is approaching.

PREVIOUS ACTION

No previous action on this matter.

BACKGROUND

Since 2020 we have used the county meeting room in this manner for the election processes and it has proved to be very effective to allow for more privacy and control of both the sign in and voting process compared to when check-in occurred in the Office of the County Clerk and the voting machines were in the hallway of the upper floor of the older portion of the courthouse. The prior process resulted in voters waiting to check-in lining up behind people voting which created discomfort and confusion. The desire is to keep the process in the courthouse for as long as possible to allow for Clerk staff to manage the process along with the use of poll workers. This will result in the need to move the two regularly scheduled Commission meetings for June to an alternate location. I will assist the County Manager's Office with arranging that location. The Clerk and/or staff will reach out to other individuals/groups scheduled in the room for that period to notify them of the situation and assist in finding other locations that will work for their meetings. The date for the special meeting is based on the last day for signature verification as well as the last day to canvass and certify the election per 293.387(1).

FISCAL IMPACT

No fiscal impact identified.

RECOMMENDATION
No recommendation offered. Just a request for consideration by the Board of said request.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
No supporting documents submitted.

POSSIBLE MOTION
To approve the request from the Humboldt County Clerk to use the County meeting room for activities related to the 2024 Primary Election for the period of May 21, 2024 through June 20, 2024 including Early Voting, Mail Ballot processes, Ballot Counting and Certification of Election and to set a special County Commission meeting for Friday, June 21, 2024 with the start time to be determined by staff.

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

STAFF REPORT

DATE: Thursday, April 4, 2024

TO: County Commission

FROM: John Milton PLS

SUBJECT: Request Waiver of Improvement Standards for Parcel Map PH23-04

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY

John Milton PLS would like to request a waiver of the improvement standards for Chris and Sonya Mitchell's parcel map PH23-04, specifically the requirement for paving, curb gutter and sidewalks on 300 feet of Ada Vista Drive (an existing graveled road).

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The Mitchells have filed a parcel map to extend Ada Vista Drive 300 feet to the East. By ordinance they are required to pave the road and install cuter, gutter and sidewalk unless they request and receive a waiver from the improvements requirements.

PREVIOUS ACTION

Previously the Commissions have waived the improvement standard for Ada Vista Drive, the last time was November of 2022.

BACKGROUND

Attached is a copy of the of the Mitchell's preliminary parcel map and staff report. The area on the map marked in yellow is the area of the wavier request.

FISCAL IMPACT

There is no fiscal impact to the County.

RECOMMENDATION

Approve the request to waive the improvement standards for paving, curb, gutter and sidewalks for PH23-04, because the nearest paved road is over 2000 feet away and the neatest curb, gutter and sidewalks are over 3200 feet away.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Copy of staff report and preliminary parcel map.

POSSIBLE MOTION

Motion to approve a waiver from the County Improvement Standard for paving, curb, gutter and sidewalks as required for the approval of PH 23-04, a Parcel Map for Chris and Sonya Mitchell.

REGIONAL PLANNING DEPARTMENT

HUMBOLDT COUNTY COURTHOUSE
50 W. Fifth St. Winnemucca, NV 89445
(775) 623-6392

May 16, 2023

Desert Mountain Surveying
146 W Second Street
Winnemucca, NV 89445

RE: Notice of Decision PH-23-04/Mitchell

Dear Mr. Milton:

The Regional Planning Department has reviewed and subsequently approved the above referenced parcel map application on property on Ada Vista Drive; a portion of assessor's parcel #10-0681-21. Approval is subject to the conditions contained in the Planning Department Report (attached).

If you do not agree with the decision of the Regional Planning Department concerning your parcel map, you have 30-days from the date of this letter to appeal this decision to the Regional Planning Commission. The Regional Planning Commission will make a determination within 45-days from the date of filing of appeal. If the Regional Planning Commission denies the appeal, you will have 30-days to file an appeal with the Board of County Commissioners. The Board of County Commissioners will make a final determination within forty-five days from the date of filing of appeal.

Should you have any questions concerning the above, please contact my office.

Sincerely,

Betty Lawrence
Senior Planning Technician

encl

cc: Humboldt County Building Department
Humboldt County Public Works/Road Division
County Assessor
City of Winnemucca

STAFF REPORT PH-23-04

1. **SUBJECT:** A parcel map application submitted by Desert Mountain Surveying as agent for Chris J Mitchell & Sonja C. Mitchell to divide property into four (4) lots.

2. **LOCATION:** Ada Vista Drive; a portion of assessor's parcel #10-0681-21.

3. **BACKGROUND INFORMATION:**

Parcel Size: 41.04 acres ±

Previous Applications:

Parcel Action History PL0100D

Seq	Case#	App Date	Last Action	Date
PH 03	36	6/17/2003	SIGNED	9/15/2003
		MITCHELL/DMS-4 LOTS		
PH 05	04	3/29/2005	SIGNED	5/06/2005
		MITCHELL/DMS - 4 LOTS		
PH 06	39	4/21/2006	SIGNED	4/27/2007
		MITCHELL/DMS - 3 LOTS & REMAINDER		
PH 22	28	4/06/2022	SIGNED	6/20/2022
		4 PARCELS		
PH 22	37	8/16/2022		
		4 PARCELS		
RH 76	63 A	1/00/1976	HCC A	8/03/1976
		HUMBOLDT COUNTY/ORD # 8-19-76 A1 > RA		
RH 99	22	6/24/1999	HCC A	9/20/1999
		MITCHELL/DMS-ORD #9-20-99B RR2.5 > RR20		
PH 23	04	5/08/2023		
		MITCHELL/DMS-4 LOTS		

Proposed Division:

Lot 9	=	1.26 acres ±
Lot 10	=	1.26 acres ±
Lot 13	=	1.52 acres ±
Parcel 20C	=	36.60 acres ±

Zoning: RR-20 (Rural Ranchette 20,000 square foot minimum lot size)

Master Plan: MDR (Medium Density Residential)

Utilities: Electricity is supplied by NV Energy
Parcels would be served by the City of Winnemucca for water & sewer

Access: Access would be provided from Ada Vista Drive

Response from Referrals:
Alicia Heiser, City Manager/Engineer "The parcels created by this map are within ½ mile of the City Limits. Thus, City of Winnemucca development standards will apply (Note: applicant may request waiver of the development standards as was done previously.) The parcels are within 400 feet of the City water and sewer system, so developers will be required to connect at the expense of the developer."
Don Kalkoske, County Public Works Director "City of Winnemucca develop0ment standards apply here as this subdivision is within ½ mile of City boundary.
Andy Heiser, Assessor "The three lots will be determined as final cut parcels which will no longer receive the remainder calculation and will be established their values as new parcels calculations."

No other comments received from referrals as of May 16, 2023.

Applicable Regulations: The RR-20 zoning district has a minimum lot size of 20,000 square feet. The following setbacks shall apply: 30 foot front yard minimum setback; 15 foot side yard minimum setback; 20 foot rear yard setback.

The design of land division is subject to the approval of planning staff based upon the following principles: A.) The size and configuration of parcels is such as to encourage the efficient utilization of land and not to deter or hinder the development of adjacent parcels, present and future; and B.) Provide for the opening or extension of streets for traffic circulation in the interests or convenience, safety and welfare of the immediate residents (Chapter 16.16.070).

Easements for public roads will be required in the following situations: Where it is necessary to open or extend a public road in order to serve the parcels to be created or to serve local neighborhood traffic needs (Chapter 16.16.140 (A.)).

The city development standards on properties within ½ mile of the city limits properties will apply in this application. The applicant has the ability to request a waiver from the County Commissioners of some, or all, of the improvements required by this ordinance.

ANALYSIS/FINDINGS:

A. This is a parcel map application for the creation of 4 parcels.
B. The existing parcel consist of a total of 41.04 ± acres.
C. The proposed parcel map will create 2 @ 1.26 acres; 1 @ 1.52 acres; and 1 @ 36.60 acres. As proposed, these parcels exceed the minimum lot size requirement in the RR-20 zoning district of 20,000 square feet.
D. Access is shown from Ada Vita Drive.
E. The map reflects a 60' wide access and public utility easement between Lots 9, 10 and 13. This easement is offered for dedication to Humboldt County for Ada Vista Drive.

F. The city development standards on properties adjacent to city properties will apply in this application. The applicant has the ability to request a waiver from the County Commissioners of some, or all, of the improvements required by this ordinance.
G. Applicant will contact local utility companies to see if they will require any utility easements and where they are to be located on subject property.

STAFF RECOMMENDATION: After careful consideration, Planning Staff hereby **approves** this parcel map application based on the foregoing analysis and findings, and subject to the following conditions:

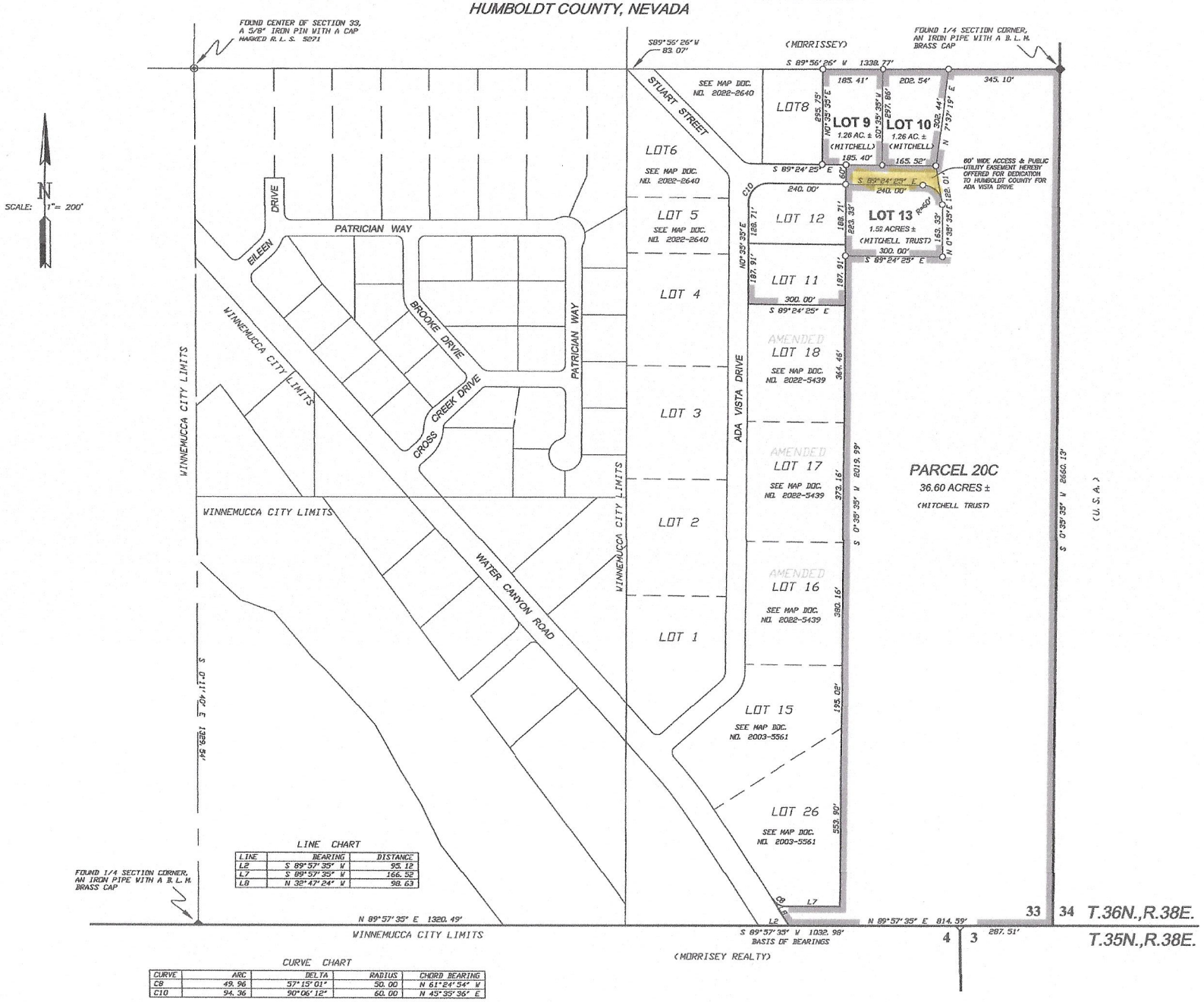
1. That the applicant submits the final map in accordance with the provisions of NRS-278.468. Applicant has one year to record the map from the date the map was approved. If the final map is not filed within the one-year period, the approval becomes null and void unless an extension request is made.
2. Applicant must record approved map in accordance with state law.
3. Applicant will contact local utility companies to see if they will require any utility easements and where they are to be located on subject property.
4. The city development standards on properties adjacent to city properties will apply in this application. The applicant has the ability to request a waiver from the County Commissioners of some, or all, of the improvements required by this ordinance.

SUPPORT DOCUMENTS:
A. Application
B. Assessor's Parcel Map
C. Tentative Map

Betty Lawrence
Senior Planning Technician

PORTION OF THE SE1/4 OF SECTION 33, T.36N.,R.38E., M.D.B.&M.

HUMBOLDT COUNTY, NEVADA



LINE CHART

LINE	BEARING	DISTANCE
L2	S 89°57'35" W	95.12
L7	S 89°57'35" W	166.52
L8	N 32°47'24" W	98.63

CURVE CHART

CURVE	ARC	DELTA	RADIUS	CHORD BEARING
C8	49.96	57°15'01"	50.00	N 61°24'54" W
C10	94.36	90°06'12"	60.00	N 45°35'36" E

LEGEND

- ○ Indicates a 5/8" iron pin with a plastic cap marked P.L.S. 5271, found or set this survey, unless otherwise noted.
- ▼◆ Indicates a found 1/4 section corner, an iron pipe with a B.L.M. brass cap, unless otherwise noted.
- ▽◇ Indicates a found section corner, an iron pipe with a B.L.M. brass cap, unless otherwise noted.

BASIS OF BEARINGS

The Basis of Bearings was taken from Map File Number 218161, prepared for Richard S. and Sharon H. Donaldson, which was recorded in the Office of the Humboldt County Recorder on December 22nd, 1981.

NOTES

1. Public utility easements are hereby granted 10.0 feet in width coincident with all dedicated street rights-of-ways, 5 feet in width coincident with all other exterior boundaries, and 10 feet in width centered on all interior lot lines. A public utility easement is also hereby granted within each parcel for the exclusive purpose of installing and maintaining utility service facilities to that parcel and the right to exit that parcel with said utility facilities for the purpose of serving adjacent parcels at locations mutually agreed upon by the owner of record at that time, and the utility company, consistent with standard utility practice.
2. Total Area Surveyed: 41.04 Acres± Gross (including roadways/easements).
3. Refer to Record Of Survey Map Document Number 1996-4325, prepared for Ada Magnussen, which was filed on June 7th, 1996 in the Office of the Humboldt County Recorder for the previous survey of this property and for a 80' wide right-of-way for Water Canyon Road.
4. Refer to Parcel Map Document Number 2007-4651, prepared for the Chris J Mitchell and Sonya C. Mitchell Family Trust Agreement et al, which was recorded on May 7th, 2007 in the Office of the Humboldt County Recorder for the previous survey of this property and for existing roadway and utility ecsements.
5. A 60' wide access and public utility easement was previously offered for dedication to Humboldt County for Ada Vista Drive see Map Document No. 2022-2640.

3-8-2024
22007D-1a.DWG

SURVEYORS CERTIFICATE

I, JOHN H. MILTON III, a PROFESSIONAL LAND SURVEYOR, licensed in the State of Nevada, do hereby certify that:

1. This plat represents the results of a survey conducted under my direct supervision at the instance of THE CHRIS J MITCHELL & SONYA C. MITCHELL FAMILY TRUST AGREEMENT.
2. The lands surveyed lie within the SE1/4 of Section 33, T.36N., R.38E., M.D.B.& M. in Humboldt County, Nevada, and the survey was completed during March, 2024.
3. This plat complies with the applicable statutes of this state and any local ordinances in effect on the date that the survey was completed, and the survey was conducted in accordance with Chapter 625 of the Nevada Administrative Code.
4. The monuments depicted on this plat are of the character shown, occupy the positions indicated, and are of sufficient number and durability.

JOHN H. MILTON III
Professional Land Surveyor
Nevada 5271

OWNERS CERTIFICATE

This is to certify that the undersigned, THE CHRIS J MITCHELL & SONYA C. MITCHELL FAMILY TRUST AGREEMENT, is the record owner of the tract of land represented on this plat and that the same is executed in compliance with and subject to N.R.S. CHAPTER 278 and the HUMBOLDT COUNTY PARCEL MAP ORDINANCE, and does hereby offer without reservation all rights of way and easements as are designated and shown on this plat for the purpose of construction and maintenance of public utilities, drainage and access easements. The undersigned owner further acknowledges that Humboldt County and or its elected and appointed officials have no responsibility for improving and/or maintaining any roads or streets shown on this map until said roads or streets are constructed to County standards and officially accepted into the County road system by the Board of County Commissioners. Humboldt County does not approve septic systems and assumes no responsibility if a septic system cannot be placed on the properties shown on this map. The individual who conducts the percolation test on this property assumes all responsibility for the accuracy of the results.

THE CHRIS J MITCHELL & SONYA C. MITCHELL FAMILY TRUST AGREEMENT

_____ _____
CHRIS J MITCHELL, Co-Trustee SONYA C. MITCHELL, Co-Trustee

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA
COUNTY OF HUMBOLDT } S.S.

This instrument was acknowledged before me on this _____ day of _____, 2024 by CHRIS J MITCHELL and SONYA C. MITCHELL, as Co-Trustees for THE CHRIS J MITCHELL & SONYA C. MITCHELL FAMILY TRUST AGREEMENT.

_____
NOTARY PUBLIC
My commission expires: _____

TAX CERTIFICATE

The undersigned hereby certifies that all property taxes on the land shown on this Parcel Map have been paid for the fiscal year.

_____ Dated: _____
HUMBOLDT COUNTY TREASURER
A.P.N. 10-0681-16

PLANNING DEPARTMENT CERTIFICATE

This PARCEL MAP has been reviewed and accepted by the PLANNING DEPARTMENT OF HUMBOLDT COUNTY, NEVADA, for the purpose of land division.

_____
BETTY LAWRENCE, SENIOR PLANNING TECHNICIAN
Case No. PH 23-4

GRAPHIC SCALE

200 0 100 200 400 800

1 INCH = 200 FEET

PRELIMINARY PARCEL MAP

PREPARED FOR THE CHRIS J MITCHELL AND SONYA C. MITCHELL FAMILY TRUST AGREEMENT

PORTION OF THE SE1/4 OF SECTION 33, T.36N.,R.38E., M. D. B & M.

HUMBOLDT COUNTY NEVADA

DESERT MOUNTAIN SURVEYING
GPS • Land • Water Rights • Boundary
146 West Second Street, Winnemucca, NV 89445
Telephone 775-623-4414 • E-MAIL: JOHN@DESERTMOUNTAIN.LAND

NOTICE OF PUBLIC HEARING by the HUMBOLDT COUNTY BOARD OF COMMISSIONERS ON INTENTION TO PASS AN ORDINANCE

PUBLIC HEARING:

10:00 a.m. Monday, April 15, 2024
Physical location:
Courthouse Meeting Room #201
50 W. 5th St.
Winnemucca NV 89445

To attend virtually a link to join the meeting via Teams will be made available on the County website under the date and time listed above at https://www.humboldtcountynv.gov and scrolling down the home page to the events on the calendar or you may join by phone at +1-775-446-0241 Conference ID: 914 753 510#

Written comments must be submitted no later than 5:00 p.m. Monday, April 8, 2024 to the Humboldt County Manager's Office at 50 W. 5th St. Winnemucca, NV 89445. Public comments will be accepted at the Public Hearing.

SUMMARY: **RZ-24-04** -A zone change request submitted by the Regional Planning Commission on behalf of David and Sandra Schirrick to change the C (Commercial) zoning designation to GC (General Commercial) zoning designation on properties located at 5705, 5725, and 5745 Rowan Way (APN 13-0043-33, 13-0043-34 and 13-0043-35).

BILL NUMBER 03-18-24:

An ordinance amending Humboldt County Code Chapter 17.04 "Humboldt County Regional Master Plan" formerly adopted as 6-1-78a and changing the zoning classification for a certain portion of Humboldt County, Nevada by re-zoning properties located at 5705, 5725, and 5745 Rowan Way from C zoning designation to GC zoning designation thereby changing the uses to which said portion may be put, amending the land use map of the Humboldt County Zoning District and Boundary Map and other matters properly related thereto.

Copies of the proposed ordinance are available for public inspection at the office of the County Clerk, County Courthouse, 50 W. 5th St. #207, Winnemucca, NV 89445 or it may be viewed by going to the agenda for said meeting at www.humboldtcountynv.gov/agendas.

DATED: March 19, 2024

(COUNTY SEAL)

Maria Diaz, Deputy
TAMI RAE SPERO, Humboldt County Clerk and Ex-Officio Clerk of the Board of County Commissioners of Humboldt County, Nevada

Publish: March 27, 2024 (1t)

NOTICE TO PERSONS WITH DISABILITIES: Members of the public who are disabled and require special assistance or accommodations at the hearing are requested to notify the COUNTY MANAGER in writing at the Humboldt County Courthouse, Room 205, Winnemucca, Nevada 89445, or by calling (775) 623-6300 or TDD# 623-6249 at least two (2) days in advance of the meeting.

Summary **RZ-24-04** Zone change request submitted by Regional Planning Commission on behalf of David and Sandra Schirrick to change the C (Commercial) zoning designation to GC (General Commercial) zoning designation on property located at 5705, 5725, and 5745 Rowan Way (APN 13-0043-33, 13-0043-34 and 13-0043-35).

Bill Number 03-18-24

Ordinance Number _____

AN ORDINANCE AMENDING HUMBOLDT COUNTY 6-1-78a CHANGING THE ZONING CLASSIFICATION FOR A CERTAIN PORTION OF HUMBOLDT COUNTY, NEVADA,

FROM C
TO GC

THEREBY CHANGING THE USES TO WHICH SAID PORTION MAY BE PUT AMENDING THE LAND USE MAP OF HUMBOLDT COUNTY ZONING DISTRICT AND BOUNDARY MAP AND OTHER MATTERS PROPERLY RELATED THERETO
THE BOARD OF COUNTY COMMISSIONERS OF HUMBOLDT COUNTY, NEVADA, DO ORDAIN AS FOLLOWS:

Section 1.
Changes the C (Commercial) zoning designation to GC (General Commercial) zoning designation on property located at 5705, 5725 and 5745 Rowan Way (APN 13-0043-33, 13-0043-34 and 13-0043-35).

Section 2.

A. Effective Date. This Ordinance shall be in full and after its passage, approval, and publication by title only, together with the names of the county commissioners voting for against its passage, in a newspaper published in and having a general circulation in the county, at least once a week for a period of 2 weeks, said publication also to contain a statement to the effect that typewritten copies of the ordinance are available for inspection at the office of the county clerk by all interested persons as prescribed by NRS 244.100 and that a certified copy of the ordinance will be recorded at the office of the Humboldt County Recorder upon completion of publication and execution of proof thereof.

B. Validity. If any provision or part of this Ordinance shall be declared by a court of competent jurisdiction to be illegal or unconstitutional, it shall in no way affect the remainder of this Ordinance or any section thereof, it being intended that the remainder shall remain in full force and effect.

C. Repeal. All other ordinances, rules, resolutions, orders or regulations, or parts thereof, in conflict or inconsistent with this Ordinance are hereby repealed by only to the extent of such conflict or inconsistency; provided that If any provision or part of this Ordinance shall be declared by a court of competent jurisdiction to be void, illegal or unconstitutional, then this repealer shall have no effect as to any provision repealed by such void, illegal or unconstitutional provision.

The zoning (land use district) classification of a portion of Humboldt County is hereby changed

FROM C
TO GC

and the Land Use Map of Humboldt County of 1978 as amended and the Humboldt County Zoning District and Boundary Map are both hereby amended to reflect the change herein made in the zoning classification of that certain property in Humboldt County shown on the map attached hereto as Exhibit A which is incorporated herein by reference said property being more particularly described as follows, to-wit:

Changes the C (Commercial) zoning designation to GC (General Commercial) zoning designation on property located at 5705, 5725 and 5745 Rowan Way (APN 13-0043-33, 13-0043-34 and 13-0043-35).

Proposed on March 18, 2024
Proposed by Commissioner Evatz
Passed On

Vote of Commissioners
Ayes:
Nayes:
Absent:
Not Voting:

ATTEST:

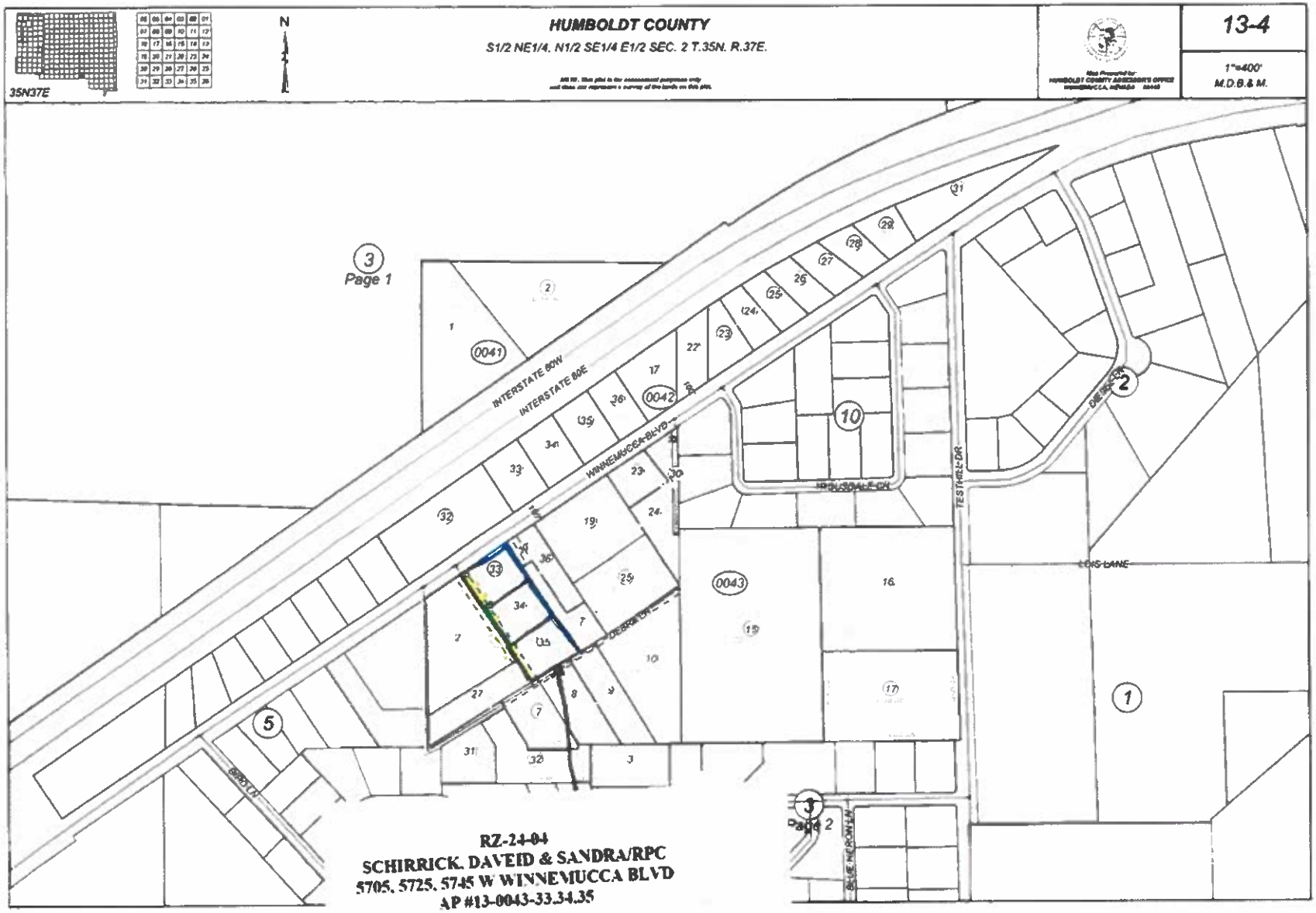
BOARD OF COUNTY COMMISSIONERS
HUMBOLDT COUNTY, NV

_____
Tami Rae Spero, County Clerk

By_____
Jesse Hill, Chairman

This Ordinance shall be in force and effect from

and after May 1, 2024.


HUMBOLDT COUNTY
S1/2 NE1/4, N1/2 SE1/4 E1/2 SEC. 2 T.35N. R.37E.
13-4
1"=400'
M.D.B.& M.
35N37E
N
3
Page 1
INTERSTATE 80W
INTERSTATE 80E
WINNEMUCCA BLVD
0041
0042
0043
10
2
1
5
3
Page 2
TESTWELL DR
LEWIS LANE
DEBRA DR
BOND CT
BLUE HERON LN
RZ-24-04
SCHIRRICK, DAVEID & SANDRA/RPC
5705, 5725, 5745 W WINNEMUCCA BLVD
AP #13-0043-33,34,35

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

STAFF REPORT

DATE: Monday, April 1, 2024

TO: County Commission

FROM: Dan Ferraro, Public Works Director

SUBJECT: Gold Country Water change in Certified Operator

REQUESTED AGENDA DATE: 4/15/2024

SUMMARY

Public Works/Gold Country Water is requesting to enter into an agreement and hire Larry Grant, Grant's H2O LLC, as the Contracted Certified Operator for Gold Country Water System.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

SPB, Kirk Peterson, has resigned as the certified operator for Gold Country Water System. A certified water operator Grade D2/T1 must be listed on our water systems for regulatory compliance. If this compliance is not met, the County will incur fines for every day a certified operator is not listed with the water system.

PREVIOUS ACTION

None

BACKGROUND

On March 12, 2024, an email was received from SPB with an attached letter of resignation from SPB, Kirk Peterson, for Gold Country Water System. A certified water operator with at least a Grade D2/T1 must be listed on our water systems for regulatory compliance. If this compliance is not met, the County will incur fines for every day a certified operator is not listed with the water system. Our employed operators are not currently Grade D2, however, is scheduled to test for the Grade D2/T2 in June 2024. Larry Grant was referred by Nevada Rural Water Association as a certified water operator that manages small systems in Hawthorne and Round Mountain. Staff met with Mr. Grant on March 22, 2024 and he is quite knowledgeable and willing to take on the role as certified operator for Gold Country Water until such time that our staff has the credentials to be listed as the certified operator.

FISCAL IMPACT

Gold Country Water System already incurs the cost of SPB's, Kirk Peterson, services and will continue to need these services until such time that we employ a D2 operator. Grant's H2O LLC fee is $1500/month to manage Gold Country Water System as the certified operator.

RECOMMENDATION

It is recommended to enter into an agreement and hire Larry Grant, Grant's H2O LLC, as the Contracted Certified Operator for Gold Country Water System, OP 01809, and to allow County Manager Kalkoske to sign the contract agreement.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

N/A

POSSIBLE MOTION

Should the Board agree with Staff's recommendation; a possible motion would be: "Move to approve Larry Grant, Grant's H2O LLC, as the Contracted Certified Operator for Gold Country Water System, OP 01809, and to allow County Manager Kalkoske to sign the contract agreement."

AGREEMENT FOR ___Gold Country Water Certified Operator
BETWEEN
HUMBOLDT COUNTY
AND
_____Grant's H2O, LLC_____

This AGREEMENT is entered into this _____ day of _____, 2024 between_____Larry Grant, Grant's H2O, LLC_____ of ____Hawthorne, Nevada____(address), a Nevada corporation, ("CONSULTANT") and Humboldt County, Nevada, a political subdivision of the State of Nevada, ("COUNTY").

RECITALS

This AGREEMENT is predicated on the following facts:

A. COUNTY requires certain professional oversight from CONSULTANT with water operations or other necessities as it pertains to the COUNTY for the benefit of the citizens of Humboldt County.

B. CONSULTANT is qualified to provide these services and is willing to provide them according to the terms of this AGREEMENT.

NOW THEREFORE the parties agree as follows:

1. DUTIES OF CONSULTANT

a. CONSULTANT agrees to perform services as outlined in the section SCOPE OF WORK attached and incorporated as Exhibit A. CONSULTANT agrees to perform these services diligently in accordance with the standards of its profession and to COUNTY's satisfaction. Exhibit A is incorporated herein by reference.
b. In addition to the services described above, the parties may from time to time agree in writing that CONSULTANT shall perform such additional services as may be mutually agreed to for additional compensation.
c. Services provided by CONSULTANT will be conducted in a manner consistent with that level of care and skill ordinarily expected by members of the profession currently practicing in this area under similar conditions. CONSULTANT shall be responsible for the professional quality and technical accuracy of all services furnished by CONSULTANT.

2. TIME OF PERFORMANCE

The services of CONSULTANT are to begin upon execution of this

AGREEMENT and shall continue until all authorized work, including any additional work requested by COUNTY in connection with the project is completed by CONSULTANT and delivered to COUNTY. All authorized work shall be completed according to a schedule mutually agreed to by CONSULTANT and COUNTY, taking into account deadlines expressed by COUNTY and existing obligations of CONSULTANT as well as situations over which each party has no control. Any performance deadlines shall be tolled during such time that materials, data, or documentation required by and requested by CONSULTANT have not been furnished to CONSULTANT.

3. COMPENSATION

a. COUNTY agrees to pay CONSULTANT's and its staff at the rates set forth and described in **Exhibit "B".**
b. CONSULTANT may bill COUNTY for work done in the preceding month on a monthly basis. The billings shall contain, as a minimum, the not to exceed amount, total hours worked on the project by position, hourly rates in accordance with the rates described in Exhibit B, a total amount due for the period, and the total amount remaining on the agreement. In addition, CONSULTANT shall describe work that was completed during the monthly billing period.
c. Travel and other reimbursable expenses incurred by CONSULTANT in the performance of this project shall be the responsibility of the CONSULTANT limited to the fees and scope of work provided by CONSULTANT, except the mileage calculated at .85 cents per mile for additional trips outside the 2 guaranteed trips.
d. Each monthly bill shall be paid within thirty (30) days of presentment.
e. Maximum Amount. Notwithstanding subparagraphs (b) and (c), the maximum payments under this AGREEMENT shall not exceed a total amount of FIFTEEN HUNDREN DOLLARS ($1500.00) per MONTH for flat rate professional service and FORTY DOLLARS ($40.00) per HOUR for work performed outside of the contracted 2 visits included in the monthly flat rate. A mileage fee of .85 cents per mile will be paid by COUNTY for additional visits outside the monthly flat rate; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered.

The parties shall agree in writing to any changes in compensation due to changes in CONSULTANT's services under Section 1(a) of this AGREEMENT.

4. CONSULTANT's STATUS AS AN INDEPENDENT CONTRACTOR

The parties agree that CONSULTANT is an independent contractor and this AGREEMENT is entered into in conformance with the provisions of NRS Chapter 332. The parties agree that CONSULTANT is not an employee of

COUNTY and there shall be no:

a. Withholding of income taxes by COUNTY;
b. Industrial insurance provided by COUNTY;
c. Participation in group insurance plans which may be available to employees of COUNTY;
d. Participation or contributions by either the independent contractor or COUNTY to any public employees' retirement system;
e. Accumulation of vacation leave or sick leave; or
f. Unemployment compensation coverage provided by COUNTY if the requirements of NRS 612.085 are met.

Further, it is agreed that CONSULTANT is solely responsible for its acts. Neither CONSULTANT nor its agents, servants, and employees are COUNTY's agents, employees, or representatives for any purpose.

5. CONFLICT OF INTEREST

CONSULTANT understands that its professional responsibility is solely to COUNTY. CONSULTANT warrants that it presently has no interest and will not during the pendency of this AGREEMENT acquire any direct or indirect interest that would conflict with its performance of this AGREEMENT. CONSULTANT shall not employ a person having such a conflicting interest in the performance of this AGREEMENT.

6. OWNERSHIP OF WORK

All documents furnished to CONSULTANT by COUNTY and all reports or work products described in Exhibit A prepared by CONSULTANT under this AGREEMENT are COUNTY's property and shall be given to COUNTY at the completion of CONSULTANT's services or within ten (10) days of any written request by COUNTY.

7. ASSIGNMENTS AND SUBCONTRACTS

CONSULTANT's services are considered unique and personal. CONSULTANT will not assign or transfer his interest or obligation under this AGREEMENT as specified in the SCOPE OF WORK as attached and incorporated as **Exhibit "A"** without COUNTY's written consent. CONSULTANT shall not subcontract its duties under this AGREEMENT without COUNTY's written consent. This agreement is binding on the heirs, successors, and assigns of the parties hereto.

8. INSURANCE

a. CONSULTANT, at its own expense, shall maintain for the duration of this AGREEMENT, the following insurance coverage: Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of

$1,000,000 combined single limit, including coverage for: (i.) bodily injury, (ii.) personal injury, (iii.) broad form property damage, (iv.) contractual liability, and (v.) cross-liability. As evidence of such insurance, COUNTY will accept certification of insurance issued by an authorized representative of the insurance carrier. Coverage must be provided by an insurance company licensed to do business within the State of Nevada with an A.M. Best Rating of A-Class VII or better. Each certificate shall contain a 30-day written notice of cancellation to the certificate holder. CONSULTANT shall maintain during the term of this agreement:

b. Workers' Compensation in the minimum statutorily required coverage amounts in accordance with Nevada. CONSULTANT, if self-employed, is only required to provide coverage for himself if required by Nevada, and if not, at his discretion.
c. All insurance shall cover CONSULTANT, its agents, representatives, employees and subcontractors in connection with the performance of this AGREEMENT. In addition, CONSULTANT shall require each subcontractor approved by COUNTY to similarly maintain Workers' Compensation Insurance and employer's liability insurance for all subcontractors' employees.
d. CONSULTANT will provide proof of insurance to COUNTY within thirty (30) days of signing this AGREEMENT.

9. INDEMNIFICATION AND LIMITED LIABILITY

COUNTY shall defend, indemnify and hold CONSULTANT harmless from all claims, damages, costs or expenses that may arise as a consequence of COUNTY's action or inaction on CONSULTANT's recommendations and findings in connection with the performance of this AGREEMENT. COUNTY does not waive any of its defenses or limitations on liability as allowed by NRS Chapter 41 or any other applicable laws.

To the fullest extent permitted by law, CONSULTANT shall defend, indemnify and hold harmless the COUNTY and its officers, employees and agents (collectively "Indemnitees") from any liabilities, damages, losses, claims, actions or proceedings, including without limitation, reasonable attorney's fees, that are caused by the negligence, errors, omissions, recklessness or willful or intentional misconduct of CONSULTANT or the employees or agents of CONSULTANT in the performance of this agreement.

The indemnification obligations of these paragraphs shall survive the termination of this Agreement, except that neither party shall have any liability with respect to claims for which it has not received notice within (3) years of the termination of the Agreement.

10. NOTICES

Any notice given under this AGREEMENT shall be in writing and deemed given when personally delivered or delivered by the U.S. Postal Service as Certified Mail or Registered Mail addressed to the parties as follows:

COUNTY	**CONSULTANT**
Humboldt County	Grant's H2O
Attn: Dan Ferraro	Larry Grant
50 West Fifth Street	PO Box 86
Winnemucca, NV 89445	Hawthorne, NV 89415

11. GOVERNING LAW

The parties agree that performance of this AGREEMENT shall be governed by the laws of the State of Nevada.

12. WAIVERS

Waiver of a breach or default under this AGREEMENT shall not constitute a continuing waiver or waiver of subsequent breach of the same or any other provision of this AGREEMENT.

13. MODIFICATION

No waiver, modification, or termination of this AGREEMENT is valid unless made in writing and signed by both parties.

14. SEVERABILITY

If any term of this agreement is held invalid or unenforceable by a court of competent jurisdiction, the remainder of this agreement shall remain in full force and effect.

15. TERMINATION

At any time and without cause, either party may terminate this AGREEMENT by giving thirty (30) calendar days written notice. In the event of termination without cause, COUNTY shall pay CONSULTANT for services rendered to date of termination, and CONSULTANT shall deliver any work product to COUNTY upon termination, whether complete or incomplete.

16. TAXES

CONSULTANT shall pay any and all Federal, State and local taxes, charges, fees or contributions required by law to be paid with respect to CONSULTANT's performance of this AGREEMENT (including, without limitation, unemployment insurance, social security and income taxes).

17. NO THIRD-PARTY BENEFICIARIES

Nothing in this AGREEMENT, express or implied, is intended to or shall confer upon any other person, any right, benefit or remedy of any nature whatsoever under or by reason of this AGREEMENT.

18. CONTRADICTORY PROVISIONS

If any provisions of this AGREEMENT conflict with the terms set forth in the SCOPE OF WORK, then the terms set forth in this AGREEMENT shall govern.

19. COUNTERPARTS

This AGREEMENT may be executed in one duplicate originals or counterparts for each party hereto, and is binding on a party only when all parties have signed and received a duplicate original.

20. DUE AUTHROIZATION

a. Each party represents that all required authorizations have been obtained to execute this AGREEMENT and for the compliance with each and every term hereof. Each person signing this AGREEMENT warrants and represents to the other party that he or she has actual authority to execute this AGREEMENT on behalf of the party for whom he or she is signing. A facsimile signature on this AGREEMENT shall be treated for all purposes as an original signature.

21. DISPUTE RESOLUTION

a. Negotiation. In the event of any dispute arising out of, or relating to, this Agreement, or the breach thereof, except for the non-payment of fees the parties shall use their best efforts to settle the dispute by direct negotiations between individuals with full settlement authority.

b. Mediation. If the dispute is not settled within thirty (30) days through the negotiation outlined in Section A, the parties shall submit the dispute to mediation under the then-applicable Mediation Rules of the American Arbitration Association. The parties to the dispute shall share equally the mediator's fees and any administrative fee, but shall otherwise bear their own expenses.

c. Arbitration . Thereafter, any unresolved dispute arising out of, or relating to, this Agreement, or the breach thereof, shall be decided by binding arbitration by a single arbitrator pursuant to the then-current Commercial Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof in accordance with the provisions of Chapter 38 of the Nevada Revised Statutes. The parties to the dispute shall share equally the arbitrator's fee. Either of the parties may, notwithstanding the other provisions of this Agreement, request at any time a temporary restraining order, preliminary injunction or other interim relief from any court of competent jurisdiction without thereby waiving its other rights under this Section of the Agreement. Except as otherwise provided in this Agreement, the parties shall rely solely on the procedures set forth herein to resolve any dispute subject to this Section. If either party files an action in court, or proceeds with litigation that has already been filed, in violation of this Agreement, that party shall indemnify the other party for its costs and attorneys' fees incurred as a result

of such violation.

d. Non-Waiver of Governmental Immunities. In no event are the provisions of Section 9 intended to, nor do they, waive any immunities or limitation on damages to which the Lessor may be or is entitled under Chapter 41 of the Nevada Revised Statutes and it is expressly understood, and the parties hereto agree, that no arbitrator shall have the authority to impose damages against the Lessor in an amount in excess of the limitation on damages set forth in NRS 41.035 should Chapter 41 immunities and/or limitation on damages be determined to be applicable to any such dispute.

21. ENTIRE AGREEMENT

This AGREEMENT and its Exhibit(s) set forth the entire understanding between the parties. Changes and amendments shall be made in writing and signed by the parties.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT on the date above written.

For HUMBOLDT COUNTY

By_____

Name: Don Kalkoske

Title: County Manager

Date: April 15, 2024

For CONSULTANT

By_____

Name: Larry Grant

Title: Certified Operator/Owner

Date: April 15, 2024

Attest:

This ____ day of _____, 2024.

HUMBOLDT COUNTY CLERK

_____
TAMI RAE SPERO

Approved as to form:
KEVIN PASQUALE
HUMBOLDT COUNTY DISTRICT ATTORNEY

By: _____
CHIEF DEPUTY DA, WENDY N. MADDOX

EXHIBIT "A"
SCOPE OF WORK

CONSULTANT agrees to perform the following consulting services for Humboldt County: Serve as the Certified Water Operator for Gold Country Water System. That CONSULTANT will maintain their Water Operator License of at least D2 and T2 as required by the State of Nevada for operating Gold Country Water System.

Grant's H_2O expects to make 1-2 site visits per month for normal operational conditions. These visits are for sampling and operational inspection of the water distribution and water blend facilities and equipment.

Any abnormal conditions or events may require additional site visits. (Abnormal site visit may be defined as but not limited to: equipment failure or major maintenance, State or Federal inspection of the water distribution and treatment blend equipment, sample results reported as a failure or elevated levels.)

Grant's H_2O will be responsible for issuing boil water order notices and notification to NDEP as required.

Grant's H_2O will take responsibility for all reporting to federal and state drinking water authorities. With exceptions for lead copper line inventories. This will be done by public utilities personnel.

Grant's H_2O will take responsibility for drawing all sampling at the sites.

Grant's H_2O will be notified of any major maintenance performed on the water distribution or blend equipment including the wells, pumping, piping, chemical addition, and storage tanks.

Grant's H_2O will be notified of any failure or loss of pressure in the water distribution piping.

Grant's H_2O will be notified of any major equipment failures or spills of chlorine.

Grant's H_2O will be notified by email or text of any well failure that requires more than basic maintenance to return to operation.

Grant's H_2O will be notified of any Conditions or operations changes that may violate any permitted procedures.

EXHIBIT "B"
FEE SCHEDULE

Operation Fees; Beginning April 1,2024
Monthly fee is $1,500 per month.

Fees include up to 2 site trips per month and all reporting to state and federal agencies. Travel to site in excess of 2 trips per month will be bill at $40 per hour and 85 cents per mile.
Grant's H_2O bills monthly.

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Tuesday, March 26, 2024

TO: County Commission

FROM: Undersheriff Damon Kuskie

SUBJECT: Liquor License – Special Event

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY
Undersheriff Kuskie is requesting that the Humboldt County Liquor Board be convened.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

1. Undersheriff Kuskie is requesting a special liquor license on behalf of Ben Garrett for the Winnemucca Trap Club dinner on May 18, 2024..

PREVIOUS ACTION
none

BACKGROUND
HCC 5.32 Liquor Licenses

FISCAL IMPACT
N/A

RECOMMENDATION
To approve a special event liquor license for the Winnemucca Trap Club dinner. .

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
Event flyer and application for the Winnemucca Trap Club dinner.

POSSIBLE MOTION

1. Consideration, discussion, and possible approval for a special liquor license for the Winnemucca Trap Club dinner.

Humboldt County Sheriff's Office

2024 Special Event Venue Liquor License

	Applicant	Business Name	Acct #	Premise Type	
				On	Off
1	Ben Garrett	Winnemucca Trap Club	TBD	•	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					

Dinner
is
The 18th Only

Bar the 18th

NEVADA STATE PITA
P.O. Box 5504
Fallon, NV 89407

149

2024 P.I.T.A.
Nevada State Shoot

May 17-19, 2024

Hosted by
WINNEMUCCA TRAP CLUB
Winnemucca, Nevada

Humboldt County Sheriff's Office

Application for Liquor License

☐ NEW ☐ TRANSFER ☒ NON-PROFIT SPECIAL

WMCA Trap Club
Business Name

WMCA Trap Club (Ben Garrett)
Applicant/Licensee Name

[redacted]
Business Address

[redacted]
Business Mailing Address

TYPE OF LICENSE:
☒ On-Premises (Mixed Drinks)
☐ Off-Premises (Pre-Packaged)

SPECIAL EVENT DATE May 18, 2024

Name of Event (Attach Flyer if Available)

Fingerprinted _____ 20____
Paid $ _____ Date _____

Applicant is: Sole Owner ☐ Partnership ☐ Association ☐ Corporation ☐ Non-Profit ☒

TO THE LIQUOR BOARD, HUMBOLDT COUNTY, NEVADA: The undersigned hereby makes application for a NEW ☐ TRANSFER OF ☐ LIQUOR LICENSE under County Liquor Ordinances of Humboldt County, Nevada and for that purpose submits the following verified statements and answers to the questions contained in this Application.

Name of Applicant Ben Garrett

Phone Number [redacted] Alternate Phone Number _____

Home Address [redacted]

Business Location is: Personally owned by applicant ☐ Rented ☒ Leased ☐

Name and address of Legal Property Owner if other than applicant: Humboldt County

Copy of Lease or Rental Agreement attached (required) ☐

Copy of Humboldt County Business License attached (required) ☐

APPLICANT INFORMATION: Driver's License Number [redacted] Expiration Date [redacted] State [redacted]

Social Security Number [redacted] Place of Birth [redacted] Date of Birth [redacted]

Sex [redacted] Height [redacted] Weigh [redacted] Eye Color [redacted] Hair Colo [redacted] Race _____ United States Citizen ☒

LIST ALL RESIDENCES, STARTING WITH YOUR CURRENT ADDRESS, FOR THE PAST FIVE (5) YEARS:

From	To	Number and Street Address	City and State
[redacted]	[redacted]	[redacted]	[redacted]

EMPLOYMENT HISTORY FOR THE PAST FIVE (5) YEARS:

From	To	Name and Street Address	City and State	Occupation
		[redacted]		

I HAVE BEEN ARRESTED: Yes ☐ No ☒ (If yes, furnish the following details)

Date Arrested	City and State	Nature of Charge	Disposition of Charge

List the names of all persons having an interest, DIRECTLY or INDIRECTLY, in applicant's business, either as manager, partner, joint venturer, lessees, or holders of capital stock in an interested corporation.

Full Name	Title or Nature of Interest	Residence Address

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 4, 2024

TO: County Commission

FROM: Kim Petersen, Director WCVA

SUBJECT: Waiver of Attrition Policy

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:
I was given notice that the WCVA Administrative Clerk II position will become vacant on April 12, 2024. This position is responsible for all the facility scheduling and contract preparation for both the Convention Center and the Winnemucca Event Complex (WEC). This position is fully funded by the Winnemucca Convention & Visitors Authority (WCVA). Due to the essential and timely functions this position provides it is imperative to fill this position as quickly as possible. The WCVA is requesting a waiver from the County Attrition Policy.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
This is a position that if left vacant for any period of time substantially affects the operation of both the WEC and Convention Center.

PREVIOUS ACTION:
N/A

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
N/A

FISCAL IMPACT IF APPLICABLE:
N/A

RECOMMENDATION:

Approve WCVA's request for a waiver of the Attrition Policy for its Administrative Clerk II position.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

N/A

POSSIBLE MOTION:

To approve a waiver of the Attrition Policy for WCVA's Administrative Clerk II position effective immediately.

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 4, 2024

TO: County Commission

FROM: Kim Petersen, Director WCVA

SUBJECT: Security Camera System Phase 1

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:
More and More we are seeing an increase in theft and property damage at the Winnemucca Event Complex. The Ag District #3 desires to upgrade and add additional highly improved video cameras and control systems that will video and record activity at the facilities in an effort to identify perpetrators and unlawful activity. Only one proposal was obtained, as this is a retrofit and upgrade to the security system originally installed and maintained by Desert Hills Security Systems.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
The need to complete capital projects before July 1, 2024.

PREVIOUS ACTION:
N/A

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
N/A

FISCAL IMPACT IF APPLICABLE:
The Funds for this project were included in the Ag District #3 capital improvement account (070) that was approved in our FY 2023/24 Budget

RECOMMENDATION:
Ag District #3 recommends the approval of the proposal submitted by Desert Hills Fire & Security Systems in the amount of $24,900 to retrofit the existing security system and install additional cameras in and around the Event Center and Pavilion on the WEC

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
1. Desert Hills Fire & Security Systems' proposal.
2. Ag District #3 Capital Project Spreadsheet.

POSSIBLE MOTION:
To approve the proposal from Desert Hills Fire & Security Systems for the amount of $24,900.

DESERT HILLS
FIRE & SECURITY SYSTEMS

Proposal

2136 Kleppe Ln Sparks NV.
89431
Office 775-359-2005 Fax

Date	4/4/2024
Proposal #	26719
Project	Scansys IP CCTV Proposal
Terms	Net 30

Name / Address	Ship To
Winnemucca Convention & Visitor Authority 775-623-5071 Ex 104 50 W. Winnemucca Blvd. 775-623-5087 Winnemucca, Nevada 89445	Humboldt County Fairgrounds 1000 Fairgrounds Road Winnemucca, Nevada 89445

Description	Qty	Cost	Total
Scansys IP Camera System			
4MP IP LPR Bullet Camera (Main Event Building)	2	1,000.00	2,000.00
Junction Box for IP LPR Camera (Main Event Building)	2	16.00	32.00
5MP IP Bullet Cameras w/ Varifocal Motorized Lens & IR (Main Event Building)	4	209.00	836.00
Junction box for IP Bullet Cameras	4	30.00	120.00
5MP IP Bullet Cameras w/ Varifocal Motorized Lens & IR (New Event Building)	6	209.00	1,254.00
Junction box for IP Bullet Cameras	6	30.00	180.00
12MP IP Fisheye Camera w/ DWDR & IR (New Event Building)	3	749.00	2,247.00
24-port, Layer 3 switch with 2.5 GbE PoE+ output.	2	1,035.00	2,070.00
32 Channel 16 Port P.O.E. NVR	1	979.00	979.00
10TB Hard Drive	4	449.00	1,796.00
5AC Gen 2 Wireless Bridge, 5GHz Air Max PoE	1	440.00	440.00
Mounting Bracket	2	10.00	20.00
CAT 6 Riser Cable	1	1,145.00	1,145.00
RJ45 EZ CAT 6 Cable Connector	1	38.00	38.00
Miscellaneous Hardware	1	300.00	300.00
Freight	1	193.00	193.00
Installation and programming	1	8,601.00	8,601.00
Travel Time	1	855.00	855.00
Per Diem	1	1,594.00	1,594.00
Winnemucca Fuel Charge	1	200.00	200.00
The customer is to supply any style of the man lift needed for Desert Hills to use to install all of the equipment quoted in this proposal.			

Desert Hills Looks forward to your favorable decision

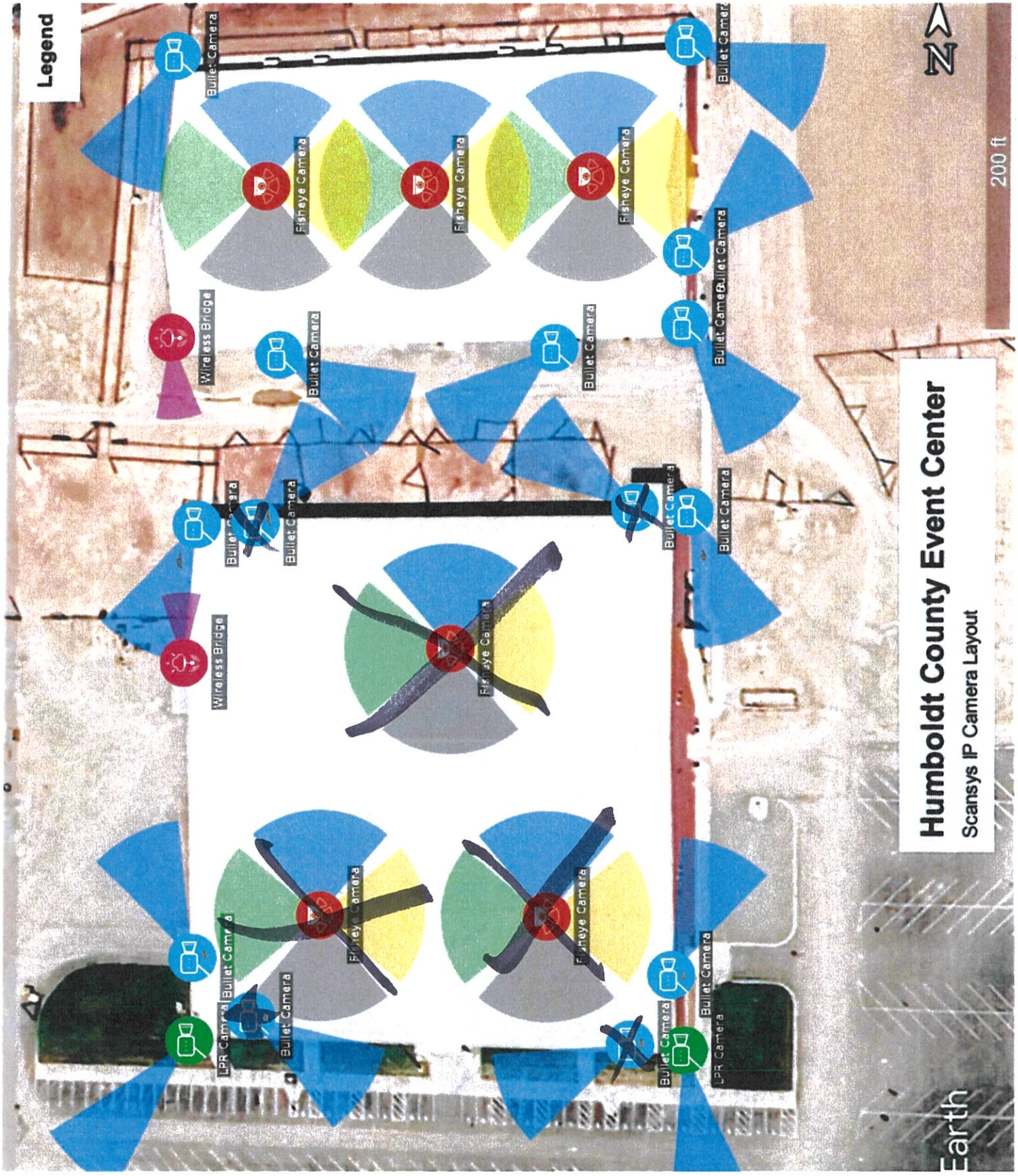
Subtotal	$24,900.00
Sales Tax (0.0%)	$0.00
Total	$24,900.00

Please Note This Quote Is Valid For 30 Days

NV. Lic #0014776
Limit $2,000,000.00

Signature _____

Humboldt County Event Center-Survey-1 - March 28th, 2024



FY 2023-2024

Ag District #3 Capital Projects List

	BUDGET	SPENT	NOTES	Remaining	Completed
Ag District #3 - 070					
1. Grandstand Deck Retrofit & Seal	$ 45,000	$ 28,000		$ 17,000	x
2. Used 2000 Gallon Water Truck	$ 68,000	$ 40,000	Approved 40K on agenda Oct 16	$ 28,000	x
3. Outdoor Grandstand Arena / Track Lighting	$ 60,000	$ 56,863	Gama	$ 3,137	x
4. New 1/2 ton Pickup - Funds used for UTV	$ 39,000	$ -	We purchased 3 side x sides instead of Truck	$ -	
5. UTV Side x Side with full cab / heater	$ 28,000	$ 60,247	Took the $39k from 1/2 ton truck added it to $28k	$ 6,753	x
6. 10x 10 Interlocking Stall Mats for Concrete Box Stall	$ 50,000	$ 50,180		$ (180)	x
7. Safety / Security LED Lighting Retrofit Phase II	$ 65,000	$ -		$ 65,000	
8. Electronic Message Center - By Maverick FG Road	$ 45,000	$ -		$ 45,000	
9. Big Circulation Fans - Pavilion	$ 46,000	$ -		$ 46,000	
10. Security Camera System phase 1	$ 25,000	-		$ 25,000	
11. Portable Bucking Chutes	$ 65,000	$ -		$ 65,000	
11. Tri County Fair JR Livestock Show Safety Retrofit -		$ 8,410	$12,910 actual TCJL paid $4500. This was not in our orginal budget	$ (8,410)	x
Total 070	**$ 526,000**	**$ 243,699**		**$ 292,300**	
Ag District #3 - 073					
Total 073	$ -	$ -		$ -	
Grand Total 073 + 070	**$ 526,000**			**$ 292,300**	

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Monday, April 8, 2024

TO: County Commission

FROM: Joaquin Padilla, Facility Operations

SUBJECT: Request for Approval to Accept RFP Packet Presented for the Orovada Community Hall Center HVAC Engineering Plans.

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY

Facility Operations is requesting approval to accept the RFP packet presented for the Orovada Community Hall Center HVAC Engineering Plans.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

For approval to accept the RFP packet presented for the Orovada Community Hall Center HVAC Engineering Plans. An RFP packet was requested by County Commissioners and the County Manager, Don Kalkoske, for HVAC engineering plans for the Orovada Community Hall Center.

PREVIOUS ACTION

At the County Commissioner meeting on April 1, 2024, proposals were presented to the Commissioners for their approval of a Project Manager and Engineering Plans for the installation of new HVAC units within the Orovada Community Hall Center. The proposals provided by the architects were for two different specifications. One was for both the heating and cooling units for the Center and the other one was for the cooling units only. County Commissioners tabled the item until the April 15, 2024, meeting for Facility Operations to present an RFP to the architects with the specifications of work in order to create competitive bidding for the same specifications.

BACKGROUND

The Orovada Community Hall Center HVAC project has been in the works for approximately one year. With the information provided that the unit provided in the previous bid would not be satisfactory for the size of the building, Comptroller Rackley reached out to a few architects that would be willing to provide a quote for design calculations to assist in the unit selection. Both architects did provide a quote, however, the quotes were not adequately comparable as their specifications were both different. This item was then tabled until the next meeting to provide Facility Operations with enough time to disperse the specifications of work to the architects for their proposals.

FISCAL IMPACT
No fiscal impact would come from the approval of the RFP Packet only.

RECOMMENDATION
It is recommended that the request be approved to accept the RFP packet presented for the Orovada Community Hall Center HVAC Engineering Plans.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
Proposal of Service

POSSIBLE MOTION
Motion to approve Facility Operations' request, as presented, to accept the RFP packet presented for the Orovada Community Hall Center HVAC Engineering Plans.

PROPOSAL OF SERVICE

1. Proposal of Service: for Orovada Community Hall Center HVAC Engineering Plans
2. Proposal Delivery: All proposals shall be delivered via email to Joaquin Padilla, Facility Operations Manager, at the time and place specified in the Proposal of Service.
3. Project Documents – See Table of Contents
4. Questions: Proposers requiring clarification or interpretation of the Proposal Documents shall make a request to Joaquin Padilla via email at joaquin.padilla@humboldtcountynv.gov or via phone number 775-247-7208
5. Pre-Proposal Inspection: There will be no mandatory inspection meeting. If proposers would like a pre-inspection, please contact Facility Operations Manager, Joaquin Padilla at 775-247-7208 to schedule a meeting time.
6. Architect Agreement: County Standard
7. Project Description: A complete design of heating and cooling system for the Orovada Community Hall Center, a building approximately 8,400 sq ft in size. Construction documents, specifications, opinion of probable cost, and construction administration shall be provided with proposal.

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 4, 2024

TO: County Commission

FROM: Kellie Kranovich, Human Resources Director

SUBJECT: Recruiting Agencies to consider for Comptroller/Auditor replacement

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:
The Comptroller/Auditor vacancy has been posted on Government Jobs, Indeed, Careers, Facebook, Pool Pact, and Linked-In. These advertising methods, to date, have not generated viable candidates to consider for this vacancy.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
Broaden our recruiting efforts by hiring a recruiting agency that has a larger database and more extensive means to find the ideal candidate to fill this key position for Humboldt County. Finding the right candidate is crucial to the success of this position. For your consideration, attached are proposals from Recruiting Agencies, Prothman Company and Robert Half.

PREVIOUS ACTION:
Request to waive the attrition policy to fill the Comptroller position.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
The proposal selected will be approved by the District Attorney.

FISCAL IMPACT IF APPLICABLE:
Prothman Company - $11,500 for sourcing and Screening Only; $17,500 for Full Recruitment (not including expenses)
Robert Half – 30% of the hired candidate's annual starting salary. Comptroller salary range is $116,190.31 to $148,142.64.

RECOMMENDATION:
Approval of one of the proposals.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
Prothman Company Proposal & Humboldt County PWD Position Profile
Robert Half Fee Schedule & Guarantee

POSSIBLE MOTION:

A possible motion would be; "Move to hire Name , to provide the recruiting services needed to fill the Comptroller/Auditor vacancy with the best possible candidate."

Proposal

for

Comptroller
Recruitment Services

Leadership is Key to the Sustainability of Any Organization

Character, integrity, and the commitment of a leader inspires those in the workplace to go the extra mile and can greatly influence the team's success in achieving its objectives.

Finding great leaders is what we do!

PROTHMAN

Executive Recruitment

Interim Staffing. Application Software. Job Board.

STATEMENT OF QUALIFICATIONS

ABOUT PROTHMAN

Founded in 2002, Prothman specializes in providing executive recruitment services to cities, counties, districts, and other governmental agencies throughout the United States. Driven by our passion for local government, we do what we do because we love helping organizations thrive! Having served organizations both large and small, near and far, our entire team believes that no job is too big or too small, we are happy and excited to help.

OUR EXPERTISE

Firsthand Knowledge of Local Government: Our lead consultants have dedicated their lives to local government and joined Prothman upon retiring from their distinguished careers. Our 22 years of recruiting experience, combined with each of our consultants' 30+ years of local government experience, provides our clients with a solid and effective team that can handle any senior level or highly specialized position recruitment.

Recruitment Knowledge and Experience: The Prothman team has conducted over 950 recruitments and interim placements. We have read and screened over 16,000 resumes, and we have personally interviewed over 8,000 semifinalist candidates. We know how to read between the lines, filter the fluff, and drill down to the qualities and experiences required to be a good manager.

OUTREACH EXPERTS

Our Ability to Connect to Potential Candidates is Unmatched! Our thorough approach to each recruitment ensures that we are casting the widest net possible to find the right candidate that will fit your needs. Our outreach program includes personal contacts and networking, individual direct mail job announcement campaigns, individual email job announcement campaigns, extensive utilization of social media, thorough advertising placements, and other creative strategies specific to the position.

OUR PROVEN PROCESS

Clients and candidates continually tell us that we have the best process and client service in the industry. The tenure of our placements is among the best in the industry because we understand that "fit" is the most important part of the process; not just fit within the organization, but fit within the community, as well.

OUR GUARANTEE

We are confident in our ability to recruit an experienced and qualified candidate who will be the perfect "fit" for your organization. With a full recruitment, should the selected finalist leave the position or be terminated for cause within one year from the employment date, we will conduct a replacement search with no additional professional fee.

CONTACT INFORMATION

Owner/CEO: Sonja Prothman - sonja@prothman.com, 206.368.0050
371 NE Gilman Blvd., Suite 310, Issaquah, WA 98027
www.prothman.com

Submittal Date: April 5, 2024

STATEMENT OF QUALIFICATIONS - PROJECT TEAM

Richard Kuhns - Project Lead

Richard recently retired as County Administrative Officer for Trinity County, CA, and served eleven years as the Regional Housing Authority Director of the Shasta, Siskiyou, Trinity, Modoc Housing Authority and concurrently served as the Executive Director of the Shasta County Community Action Agency. Richard began his 30-year career in public service as a police officer in Del Norte County, CA, and next as a Behavioral Counselor for the Del Norte County Department of Mental Health where he managed a juvenile program for at risk youth. Richard earned his Bachelor of Science degree in Business Management from Brigham Young University, his Master of Arts degree in Behavioral Science from California State University-Dominguez Hills, and his Doctorate in Psychology from California Southern University.

Cliff Moore - Project Support

Cliff Moore joins Prothman after a 30-year career in public service. Cliff's background includes service as the County Manager of Thurston County, WA, and City Manager of Yakima, WA. Cliff also served as Director of the Planning and Land Use Department in Thurston County and held senior administrative positions at Washington State University in Pullman and executive leadership positions at the university's extension offices in both Jefferson and Thurston Counties. Prior to his years of public service, Cliff worked abroad as a Peace Corps volunteer in Togo, West Africa; he was Assistant Country Director for the CARE mission in Honduras; and he was the Director of the US Refugee Resettlement Office in Khartoum, Sudan. Cliff received his master's degree from the University of San Francisco, and he is fluent in Spanish.

Sonja Prothman - Project Support

As owner and CEO, Sonja directs the day-to-day operations of the Prothman Company and has over 20 years of experience in local government recruiting, interim placements, and organizational assessments. Sonja is a former councilmember for the City of Normandy Park, Washington, and brings to Prothman the "elected official" side of government – a vital perspective for understanding our clients' needs. Sonja also brings private sector expertise, having worked with the Boeing Company where she was on the start-up team as lead negotiator for schedules and deliverables for the first 777 composite empennage. A Seattle native, Sonja earned a bachelor's degree in communications from the University of Washington.

Barry Gaskins - Project Support

Barry has been a key member of the Prothman team for 19 years and is responsible for office and candidate management. His attention to detail and understanding of timeliness to the customer and candidates is remarkable. Barry works with the lead consultant in following through with scheduling interviews, arranging candidate travel, managing candidate application packets, and assembly of candidate information to give to the client. Barry came to us from the Bill & Melinda Gates Foundation where he served as a Program Assistant for four years in the US Library Program. Barry earned his bachelor's degree from California State University.

Jared Eckhardt - Project Support

Jared has been a key member of the Prothman team for over eight years and is responsible for profile development and candidate outreach. Jared works one-on-one with the client for position profile development and works with Sonja and the lead consultant on each client's outreach strategies. Jared also functions as recruitment support as a secondary lead consultant on recruitments and special projects. Jared graduated from the University of Washington, earning his BA in Communications.

AVAILABILITY, COMMUNICATION & SCHEDULE

We are ready to start when you are!

One of our first tasks will be to coordinate and commit to a schedule. Then, we protect your dates on a master schedule to assure we never miss a commitment. We provide you with our cell phone numbers so that you have direct access to your lead consultant and support staff, and we will communicate and update you as often as you desire. Our recruitment takes approximately 10-14 weeks to complete, depending on the scope and direction from the client.

PROPOSED TIMELINE

Blue highlighted / bolded events represent meetings with the client.

Date	Topic
Weeks of April 15 & 22, 2024	**Travel to Humboldt County or meet via Zoom/Teams for stakeholder interviews. Gather information for position profile and send profile for review.**
April 29, 2024	Post Profile and Start Advertising and Outreach
May 6, 2024	Send Direct Mail
June 2, 2024	Application Closing Date
Weeks of June 3 & 10, 2024	Prothman screens applications & interviews top 6 - 12 candidates
Week of June 17 - 21, 2024	**Travel to Humboldt County or meet via Teams/Zoom for Work Session to review semifinalists and pick finalists, and design final interviews**
Week of July 8 - 12, 2024	**Travel to Humboldt County for Final Interview Process**

EXECUTIVE SUMMARY

Prothman has been in the business of finding highly qualified candidates for placement in local government organizations of various sizes with varying political ideologies for 22 years. We understand politics, Council and Board dynamics, and community passion, and we are experts in facilitating. We have designed our recruitment process so that all stakeholders are included, listened to, and treated with respect. Our company takes pride in and stakes its reputation on finding qualified candidates who are the right "fit" for our clients.

Some of our Executive Management Recruitments – In Progress
Finance Director – Jefferson County, OR; Finance Manager – Mason Transit, WA; Finance Director – Skagit Transit, WA; City Manager – City of Brookings, OR; County Counsel – Clackamas County, OR; Executive Director – Port of Orcas, WA; Executive Director – MACECOM, WA; Chief Executive Officer – Kelso Longview Chamber of Commerce, WA; Executive Director – Mason County Economic Development Council, WA; Executive Director – Port of Moses Lake, WA; Chief Executive Officer – Ben Franklin Transit, WA; Public Works Director – City of Pasco, WA; City Engineer – City of Liberty Lake, WA; Public Works Director – City of Liberty Lake, WA; Community Development Director – Jefferson County, OR; Fire Chief – Wellington Fire Protection District, CO.

PROPOSED SCOPE OF WORK

1. Develop a Tailored Recruitment Strategy

Project Review

The first step will be to:

- Review the scope of work and project schedule

Information Gathering and Research *(Soliciting Input)*

We will meet via Teams/Zoom or travel to Humboldt County and spend as much time as it takes to learn everything we can about your organization. Our goal is to thoroughly understand the values and culture of your organization, as well as the preferred qualifications you desire in your next Comptroller. We will:

- Meet with the County Manager
- Meet with the HR Director
- Meet with Staff, as directed
- Meet with other Stakeholders, as directed
- Review all documents related to the position

Position Profile Development *(Identifying the Ideal Candidate)*

We will develop a profile of your ideal candidate. Once the Position Profile is written and approved, it will serve as the foundation for our determination of a candidate's "fit" within the organization and community. Profiles include the following:

- **A description of the ideal candidate's qualifications**
  - Years of related experience
  - Ideal personality traits
- **Organization-specific information**
  - Description of the organization, position and key responsibilities
  - Priorities and challenges facing the organization
- **Community-specific information**
- **Compensation package details**
- **Information on how to apply**

2. Identify, Target, and Recruit Viable Candidates

Outreach and Advertising Strategy *(Locating Qualified Candidates)*

We recognize that often the best candidates are not actively looking for a new position - *this is the person we want to reach and recruit.* We have an aggressive recruitment strategy which involves the following:

- **Print and Internet-based Ads** placed nationally in professional publications, journals, and related websites.
- **Targeted Direct Mail Recruitment Brochures** sent directly to hundreds of county and city finance management professionals who are not actively searching for a new position.
- **Focused Candidate Outreach** via personal emails and personal networking from our database of county and city finance management professionals.
- **Posting the Position Profile on Prothman's Facebook and LinkedIn pages, and on the Prothman website**, which receives over five thousand visits per week from potential candidates.

3. Conduct Preliminary Screening

Candidate Screening *(Narrowing the Field)*

Once the application deadline has passed, we will conduct an extensive candidate review designed to gather detailed information on the leading candidates. The screening process has 3 key steps:

1) **Application Review**: Using the Position Profile as our guide, we will screen the candidates for qualifications based on the resumes, applications, and supplemental question responses (to determine a candidate's writing skills, analytical abilities, and communication style). After the initial screening, we take the yes's and maybe's and complete a second screening where we take a much deeper look into the training, work history and qualifications of each candidate.
2) **Internet Publication Background Search:** We conduct an internet publication search on all semifinalist candidates prior to their interviews. If we find anything out of the ordinary, we discuss this during the initial interview and bring this information to you.
3) **Personal Interviews**: We will conduct in-depth videoconference or in-person interviews with the top 4 to 12 candidates. During the interviews, we ask technical questions to gauge their competency, and just as importantly, we design our interviews to measure the candidate's fit within your organization.

Candidate Presentation *(Choosing the Finalists)*

We will prepare and send to you candidate packets which include each candidate's application materials and the results of the personal interviews and publication search.

We will meet via Teams/Zoom or travel to Humboldt County and advise you of the candidates meeting the qualifications, our knowledge of them, and their strengths and weaknesses relative to fit within your organization. We will give you our recommendations and then work with you to identify the top 3 to 6 candidates to invite to the final interviews.

Humboldt County handles the final interview process from here for a Sourcing & Screening Recruitment.

Full Recruitment Continues…

4. Prepare Materials and Process for Final Interviews

Final Interview Process *(Selecting the Right Candidate)*

The design of the final interviews is an integral component towards making sure that all stakeholders have the opportunity to learn as much as possible about each candidate.

- **Elements of the Design Process Include:**
  - Deciding on the Structure of the Interviews
  - Deciding on an Evening Reception
  - Deciding on Candidate Travel Expenses

- **Background Checks**
  Background checks include the following:
  - References
  - Education Verification, Criminal History, Driving Record and Sex Offender Check

- **Candidate Travel Coordination**
  After you have identified the travel expenses you wish to cover, we work with the candidates to organize the most cost-effective travel arrangements.

- **Final Interview Packets**
  The Final Interview Packets include the candidates' application materials and sample interview questions and are the tool that keeps the final interview process organized.

- **Final Interviews with Candidates**
  We will travel to Humboldt County and facilitate the interviews. The interview process usually begins with a morning briefing where the schedule and process will be discussed with all those involved in the interviews. Each candidate will then go through a series of one-hour interview sessions, with an hour break for lunch.

- **Candidate Evaluation Session**: After the interviews are complete, we will facilitate the evaluation process, help the decision makers come to consensus, discuss next steps, and organize any additional candidate referencing or interview sessions if needed.

- **Facilitate Employment Agreement**: Once the top candidate has been selected, we offer any assistance needed in developing a letter of offer and negotiating terms of the employment agreement.

5. Warranty

Repeat the Recruitment

If you follow the major elements of our process and a top candidate is not chosen, we will repeat the recruitment with no additional professional fee, the only cost to you would be for the expenses.

6. Guarantee

Replacement Recruitment

Prothman will guarantee with a full recruitment that if the selected finalist is terminated or resigns within one year from the employment date, we will conduct one replacement search with no additional professional fee, the only cost to you would be for the expenses.

FEE & EXPENSES

Professional Fee

The fee for conducting a Comptroller Sourcing & Screening Only recruitment is $11,500, and for a Full Recruitment with a one-year guarantee, it is $17,500. The professional fee covers all Prothman staff time required to conduct the recruitment. This includes all correspondence with the client, writing and placing the recruitment ads, development of the candidate profile, creating and processing direct mail letters, creating and coordinating the email campaign, reviewing resumes, coordinating and conducting semifinalist interviews, coordinating and attending finalist interviews, coordinating candidate travel, conducting background checks and professional references on the finalist candidates and all other search related tasks required to successfully complete the recruitment.

Professional fees are billed in three equal installments throughout the recruitment, one at the beginning, at the halfway point, and upon completion of the final interviews.

Expenses

Expenses vary depending on the design and geographical scope of the recruitment. We do not mark up expenses and work diligently to keep expenses at a minimum and keep records of all expenditures. Humboldt County will be responsible for reimbursing expenses Prothman incurs on your behalf for each recruitment. Expenses for each recruitment include:

- Trade journal, LinkedIn, and associated website advertising (approx. $1,700 - $2,100)
- Direct mail announcements ($1,900)
- Consultant travel: Mileage at IRS rate, travel time at $45 per hour, lodging if needed ($475 - $875 per trip)
- Interview Packets and Shipping: (approx. $250 - $400)
- Background checks performed by Sterling (approx. $170 per candidate)

Other Expenses

Candidate travel: We cannot approximate candidate travel expenses because they vary depending on the number of candidates, how far the candidates travel, length of stay, if spouses are included, etc. If you wish, we will coordinate and forward to your organization the candidates' travel receipts for direct reimbursement to the candidates.

Cancellation

You have the right to cancel the search at any time. Your only obligation would be the fees and expenses incurred prior to cancellation.

Equal Opportunity

We can assure you that we recognize the importance and wisdom of a diversity rich candidate pool and for every recruitment we conduct, we have made it our mission to reach out to and attract the most qualified and diverse candidate pool as possible for our clients. If we are chosen to be your executive recruiting partner, we will do so with the common goal of finding the agency a diverse and qualified pool of candidates.

All qualified applicants are considered in accordance with applicable laws prohibiting discrimination on the basis of race, religion, color, gender, age, national origin, sexual orientation, physical or mental disability, marital status or veteran status or any other legally protected status. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance.

EXAMPLE OF POSITION PROFILE





PUBLIC WORKS DIRECTOR

$92,936 - $129,518

Plus Excellent Benefits

Apply by
May 19, 2019
(First Review, Open Until Filled)

PROTHMAN






WHY APPLY?



Located in the rugged high desert region of north-central Nevada, Humboldt County encompasses everything from scenic snowy peaks to beautiful deserts plains. Vast elevation differences, wide-open spaces, and an exceptional climate allows Humboldt County to host an extensive range of outdoor activities including fishing, hunting, hiking, camping, rock climbing, skiing, snowmobiling, off-roading, gold-panning, and golfing. This oasis in the high desert offers a friendly community with a rich history, in a fast growing, yet slow pace, rural atmosphere. With small town charm, and big city services, Winnemucca is an ideal place to live, work, and raise a family.

This is an excellent opportunity for a talented public works professional to play a key role in enhancing a stable organization with dedicated employees. If you possess strong interpersonal and leadership skills, have an eye for opportunities to improve public services, and a passion for pursuing them, this is the right position for you!



THE REGION

Created by the Utah Territorial Legislature in 1856, Humboldt County is the oldest county in Nevada and has a rich history full of Native American and Basque culture, along with hunting, fishing, trapping, farming, ranching, and mining. Bordered on the north by Oregon and by the neighboring Nevada counties of Washoe to the west, Pershing to the south and Lander and Elko to the east, the County offers its 17,200 residents and fortunate visitors some of the most diverse scenery, wildlife, and recreation in the state. The area's low-humidity climate brings over 225 days of sunshine and only 19 inches of snowfall each year.



Humboldt County's economy is primarily driven by agriculture, mining, and tourism. The County is located in the rich gold mining belt of the Western United States, offering access to one of the world's largest mining markets, and is the leading agricultural county in the State of Nevada with over 100,000 acres under cultivation. Wide-open spaces for recreation, and popular regional events ranging from rodeos to classic car and motorcycle gatherings to Basque and Native American festivals attract large numbers of visitors. As well, each year many visitors pass through and visit Winnemucca and Humboldt County on their way to Burning Man; a festival held in the Black Rock Desert in neighboring Pershing County.

The City of Winnemucca serves as the county seat, and only incorporated City in Humboldt County. Winnemucca is a local transportation hub sitting at the crossroads of Interstate 80 and Highway 95. Just 2 hours from Reno, NV, and roughly 5 hours to Salt Lake City, UT and San Francisco, CA, Winnemucca is a small town with large amenities while also offering residents easy access to big cities and major shopping opportunities. The community offers a state-of-the-art municipal airport, hospital and 36,000 square foot Boys & Girls Club, library, bowling alley, tennis courts, baseball fields, a 9-hole golf course, convention center, excellent school system, and Great Basin Community College which offers a wide range of degrees.

The Humboldt General Hospital is fully accredited and was extensively updated and expanded in recent years. Services include Memory Care, Cardiac Rehabilitation, and an EMS unit with a fleet of vehicles, helicopters, and more than 50 paramedics, EMS RNs, advanced emergency medical technicians, and emergency medical technicians. The Humboldt County School District serves approximately 3,500 students in 11 schools and has been recognized for their Distinguished Title I schools at the state and national level.

Humboldt County is proud of its low cost of living, rural lifestyle, and minimal traffic. The community has a versatile, skilled, and educated labor force that enjoys a friendly community, modern infrastructure and connectivity, numerous family amenities, and an excellent quality of life.

THE COUNTY

Humboldt County is the fourth-largest county by area in Nevada, covering 9,626 square miles. Humboldt County is governed by a five-member Board of Commissioners serving four-year terms. The County Manager is the administrative arm of the Humboldt County Board of Commissioners and serves as liaison between the Board of County Commissioners and elected and appointed department directors, other governmental jurisdictions, community and business groups, employees and county customers. The County employs approximately 210 FTE's and operates on a 2019 budget of $39.8 million, including a $19 million general fund. County departments include: Assessor, Building, Child Support, Comptroller, County Clerk, County Manager's Office, District Attorney, Human Resources, Human Services, Justice Court, Library, Planning & Zoning, Public Administrator and Guardian, Recorder, Sheriff, Treasurer, and a TV District.

THE DEPARTMENT & POSITION

Operating on a 2019 budget of $4.5 million with 20 FTE's, the Humboldt County Public Works Department consists of a Roads Division and Utilities Division.





The Roads Division maintains and preserves the transportation and drainage infrastructure throughout the unincorporated portion of Humboldt County. This infrastructure includes roughly 1,000 miles of paved and gravel roads, as well as an extensive network of storm water draining ditches. The division also supports commerce, tourism and area transportation requirements by performing a variety of other road related tasks such as snow plowing, street sweeping and weed abatement along roadway. The Utilities Division ensures the treatment, delivery and availability of high-quality drinking water for our rural communities outside of the City of Winnemucca, Humboldt County seat. The Public Works Department operates with a Road Fund of $4,121,445. The County also recently inherited 4 utilities due to Nevada Board term limits. These funds are broken down into a Paradise Sewer fund of $33,837, a Golconda Water fund of $82,578, a McDermitt Sewer fund of $155,649, and a McDermitt Water fund of $122,915. Humboldt County is involved in getting legislation passed which will allow the utility boards to reestablish control of the utilities.

Under the direction of the Humboldt County Board of Commissioners and the County Manager, the Humboldt County Public Works Director serves as the head of Roads, Bridges, Solid Waste Management (Regional Landfill), Water Sources, Gravel Sources, Equipment Fleet Maintenance Shop and Maintenance, Water Distribution and Treatment, Waste Water Treatment, Parks, Denio Airport, and other public works services for Humboldt County. The Director also performs a variety of developmental oversight and supervisory functions as well as personally performing or overseeing unskilled, semi-skilled, and skilled construction, repair, and maintenance functions involved in the provision of various public works services.

Responsibilities include:

- Responsible for planning, organizing, monitoring, and overseeing the construction and maintenance of all public works services, and for ensuring the organizations utilities, roads, bridges, solid waste, Denio Airport, irrigation projects, parks, Equipment-Fleet Maintenance Shop and related facilities are maintained, operational, and in compliance with established specifications.
- Responsible for the proper testing and operation of all water and wastewater systems.
- Determines the need for repair and maintenance of existing public works facilities and equipment; determines when purchase of new equipment or construction of new facilities is indicated; consults with engineers and other resources as required.
- Determines testing and quality control parameters and requirements on new construction public works projects including fleet specifications. Facilitates the bid documents to ensure compliance with NRS 332.
- Familiar with Standard Specification for Public Works Construction and Details (Orange Book) and Humboldt County Standard Specifications and ensures the minimum standards are met or exceeded.
- Ensures the timely completion of scheduled projects according to applicable codes and specifications; determines and implements modifications in specifications where appropriate; researches and develops specifications for material and equipment used in public works operations.
- Responsible for developing and implementing safety standards for the operation of public works equipment and for the construction and maintenance of public works projects; ensures all public works staff are trained and adhere to safety standards.
- Responsible for the appropriate care and maintenance of all organization-owned or controlled public works equipment and facilities; develops procedures for and maintains records and inventory of materials and supplies; implements loss control measures.
- Develops budget forecasts for funds needed for materials, supplies, equipment, and staffing for the public works functions; monitors and approves expenditures; recommends remedial action to adjust budgetary expenditures when expenditures are over budget estimates or when unforeseen circumstances or budgetary cuts are imposed.
- Supervises public works staff; determines staffing needs; hires, trains, schedules, evaluates, and implements disciplinary action, if appropriate, to assigned staff.
- Makes periodic reports of planned and ongoing activities, long- and short-term goals, and impediments to the achievement of such goals to the County Manager and/or the Board of Commissioners.
- Performs, instructs, and oversees staff in the more complex and difficult tasks encountered with public works projects and activities including, but not limited to, the, operation of specialized tools and heavy equipment.
- Effectively work with all levels of local, state and federal officials to ensure permit compliance, and a cooperative atmosphere through ROW acquisition, interlocal agreements, MOUs and mutually benefitting team efforts on projects within Humboldt County.

OPPORTUNITIES & CHALLENGES

Alternative to Magnesium Chloride: Of Humboldt County's 1000 miles of maintained roads, 900 miles are unpaved rural roads. While Magnesium Chloride effectively slows the loss of aggregate, reduces the need for costly regrading, and reduces dust, ice and snow buildup, the corrosive nature of MAG to vehicles has resulted in some residents asking for an alternative solution. The Public Works Director will research cost effective alternatives and work with county residents to develop a win-win situation.

Recruitment and Retention: The Public Works Department will see a number of retirements in the coming years. The Public Works Director will be in charge of attracting and recruiting quality employees in an environment with tough local competition. The ability to growing the department with limited resources, and experience evaluating sufficient staffing levels will be critical to this position.

Federal Government: Roughly 80% of Humboldt County is comprised of federally owned land, which most County roads are built. To succeed, the Public Works Director must have knowledge of the processes involved in obtaining grants and applying for permits and will be experienced in working with representatives from the Federal Government, Bureau of Land Management, and many other federal government agencies to develop and maintain positive relationships.

Local Relationships: The Public Works Department has established multiple local relationships including a cost-share agreement with the City of Winnemucca Public Works Department, and many overlapping projects with a variety of groups from the NDOT and NDEP to FEMA. As well, the Public Works Director works closely with the Board of Commissioners, County department directors and managers, and is actively in the field communicating with staff and residents. This is a very visible position in the community, where the Public Works Director is expected to maintain excellent communication with a variety of groups with different personalities and goals and show a level of common sense in handling many different issues at once.



IDEAL CANDIDATE PROFILE

Education and Experience:

Possession of a high school diploma or equivalent and five years of progressively responsible supervisory experience in water, wastewater, roadway, and grounds and facilities construction, operation, and maintenance, or any combination of training, education, or experience which demonstrates an understanding of and the ability to implement public works construction, operation, and maintenance functions is required. Candidates' experience should also demonstrate a fundamental knowledge of basic construction techniques, code requirements, safety measures, precautions, and hazards involved with public works construction and operations. While not required, candidates are expected to have or obtain a valid Nevada Class A driver's license with Tanker, Doubles-Triples endorsements, Water Distribution Operator II certification, Water Treatment Operator II certification, Waste Water Operator II certification and OSHA 30-hour certification.



Necessary Knowledge, Skills and Abilities:

- Considerable knowledge of methods, materials, tools, equipment, practices, and procedures used in construction and maintenance of public roads, water and wastewater lines, and other public works facilities and operations.
- Familiarity of proper operation and maintenance of equipment and vehicles used in public works.
- Extensive knowledge of measuring techniques, arithmetic calculations, budget preparation and administration, laws and regulations pertaining to public works, and proper use of PPE.
- Skill in personally operating or overseeing others in the operation of a variety of equipment and tools related to public works projects and operations.
- Ability to diagnose and repair malfunctions in public works operations, and understand and apply diagrams, blueprints, schematic drawings, and applicable codes.
- Experience accurately calculating realistic cost estimates for public works projects.
- Ability to work effectively under the pressure of deadlines, conflicting demands, and emergencies.
- Skill in communicating effectively both orally and in writing and establishing and maintaining effective working relationships with all levels of County staff, elected officials, and the general public.
- An understanding of the local community, economy, and rural aspect of Humboldt County.



COMPENSATION & BENEFITS

- **$92,936 - $129,518 DOQ**
- Medical, Prescription, Vision and Dental coverage.
- Insurance stipend of $904/month
- Vacation
- Sick leave
- 11 Holidays + 1 Floating Holiday
- Nevada Public Employees Retirement System (PERS)
- Deferred Comp Plan Available
- Tuition Reimbursement Program
- No Income Tax

Please visit:
www.hcnv.us

Humboldt County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 19, 2019** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. **To apply online, go to www.prothman.com and click on "submit your application" and follow the directions provided.** Resumes, cover letters and supplemental questions can be uploaded once you have logged in.

PROTHMAN

www.prothman.com

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Issaquah, WA 98027
206.368.0050

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EXAMPLE OF INVITE LETTER





PUBLIC WORKS DIRECTOR

$92,936 - $129,518

Apply by
May 19, 2019
(First Review, Open Until Filled)

Apply at *www.prothman.com*

Dear Colleague,

Prothman is currently recruiting for the **Public Works Director** position for **Humboldt County, Nevada**. We invite you to review the position details on the back page and if you find that this position isn't right for you, would you please pass this on to other public works professionals who may be ready for this next step in their career.

Thank you for your consideration and help!

Prothman Company

PROTHMAN





WHY APPLY?



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Please visit www.prothman.com to review the detailed position profile and compensation package.

Also visit the **Prothman Job Board** at **prothman-jobboard.com** for this and other great opportunities!

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Robert Half®

FEE SCHEDULE & GUARANTEE

Thank you for your confidence in *Robert Half*!

Our fees, payable by you, the employer, are contingent on the hiring of a candidate referred by one of our offices. Our standard fee is 35% of the hired candidate's annual salary. However, as discussed and agreed upon for this placement only to further promote our partnership with you, we agree to a reduced fee of 30% of the hired candidate's annual starting salary.

All fees are earned at the time the candidate accepts the position and the fees will be invoiced no more than ten (10) calendar days before the scheduled starting day of employment. Invoices are payable fifteen (15) calendar days from the invoice date. Applicable sales and service taxes will be added to the above amounts.

We reserve the right to include as annual salary any expected bonus, commission or guaranteed increase in salary which is part of the initial employment offer.

ROBERT HALF GUARANTEE

If the full fee is paid within fifteen (15) calendar days from the invoice date, a ninety (90) calendar day pro rata guarantee will be in effect. Otherwise, a thirty (30) calendar day pro rata guarantee will be in effect. In either case, if the employee's employment terminates for any reason other than reorganization, elimination of position, takeover or material change in job responsibility within the applicable guarantee period, we will refund a pro rata portion of the full fee actually paid to us for such candidate or issue a pro rata credit for such amount in the event we provide a replacement. The refund or credit will be equal to 1/90th or 1/30th of the full fee actually paid to us for such candidate, as applicable, multiplied by the number of calendar days remaining in the guarantee period as of the last day of employment.

REFERRALS

The fee applies to candidates referred by us for a specified or an alternate position, and employed by you (or an affiliate or any other entity as a result of subsequent referrals by you), either as an employee, consultant or independent contractor, within twelve (12) months from the date of our last referral of a candidate. Please notify us immediately if you require Robert Half to perform background checks or other placement screenings of the final candidate selected for employment. We will conduct such checks or screenings only if they are described in a signed, written amendment to this Fee Schedule & Guarantee.

NO CONTRARY AGREEMENTS

This Fee Schedule & Guarantee and the attached cover letter contain the complete and final agreement on the topics discussed herein and supersede any prior agreements or understandings on these topics. If there is a conflict between this Fee Schedule & Guarantee and the attached cover letter, the attached cover letter will prevail over a conflicting term in this Fee Schedule & Guarantee. Our employees do not have the authority either to verbally modify this Fee Schedule & Guarantee or to assume additional responsibilities (except as set forth in the attached cover letter) other than those set forth in this Fee Schedule & Guarantee.

All referrals are made in confidence. Acceptance of our candidate referrals constitutes acceptance of the terms of this fee schedule.

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HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: March 27, 2024

TO: County Commission

FROM: County Manager's Office

SUBJECT: Water Distribution Budgets for 2024-2025 Season

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY AND BACKGROUND:
Each fiscal year, the County must levy an assessment on the water users in the Groundwater Basins within Humboldt County, and must be based on the proportion which the water right of that water user bears to the aggregate water rights in the stream system, for the distribution of the waters of the Quinn River, Little Humboldt River, and the Humboldt River.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:
Nevada statute requires the State Engineer to submit budgets to each Board of County Commissioners for certification per NRS 533.280, 533.85 and 533.290. The amount of $323,298.12 for the Fiscal Year 2024-2025 will be required for the payment of necessary expenses incurred for supervision over distribution of the decreed water and include, but not limited to salaries of the water commissioners, special studies, water measurements, crop inventories, field investigations, associated data collection and management.

PREVIOUS ACTION:
The Commissioners approved the Water Distribution Budgets for 2024-2025.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:
N/A

FISCAL IMPACT IF APPLICABLE:
The amount of $323,298.12 for the Fiscal Year 2024-2025 will be required for the payment. The following budgets have been submitted for the 2024-2025 season:

Black Rock Desert Valley Groundwater Basin #28 : **$4,745.16**
$36.00 increase from the 23-24 season

Buffalo Valley #131 **$ 524.00**
$262.00 decrease from the 23-24 season

Clovers Area Groundwater Basin: **$ 12,048.31**
No change from the 23-24 season

Desert Valley Groundwater Basin #31: **$ 8,119.79**
$9.77 increase from the 23-24 season

Grass Valley Groundwater Basin #71: **$ 9,691.03**
$1.46 decrease from the 23-24 season

Humboldt River Distribution:
$4,661.98 increase from the 23-24 season **$34,965.29**

Kelly Creek Area Groundwater Basin #66: **$32,866.47**
No change from the 23-24 season

Kings River Valley Groundwater Basin #30 A & 30B: **$ 15,134.16**
$188.86 increase from the 23-24 season

Little Humboldt River Distribution: **$64,733.83**
No change from the 23-24 season

Little Humboldt Valley Groundwater Basin #67: **$ 6,016.65**
No change from the 23-24 season

Paradise Valley Groundwater Basin #69:
$7.15 increase from the 23-24 season **$55,281.06**

Pine Forest Valley Groundwater Basin #29: **$8,526.52**
$1,705 increase from the 23-24 season

Pumpernickel Valley Groundwater Basin #65: **$11,455.80**
No change from the 23-24 season

Quinn River Distribution:
$356.56 increase from the 23-24 season **$4,341.13**

Quinn River Valley Groundwater Basin Distribution #33A & 33B:
$8,466.76 increase from the 23-24 season **$26,380.72**

Silver State Valley Groundwater Basin #32:
$998.05 increase from the 23-24 season **$4,967.39**

Winnemucca Segment Groundwater Basin #70: **$23,500.81**
$1.00 decrease from the 23-24 season

RECOMMENDATION:
Pursuant to NRS 533.285, "... the Board of County Commissioners shall certify the respective charges contained therein to the County Assessor. The County Assessor shall enter the amount of such charge or charges on the assessment roll against the claimants and the property or acreage served."

The Board is, therefore, requested to certify the charges and authorize the County Clerk to sign the certification attached to each budget. Copies of each budget will then be provided to the Assessor for inclusion on the assessment roll and to the State Division of Water Resources.

It is recommended that the Board approve the surface water assessment fees for Fiscal Year 2024-2025 in the amount not to exceed $323,298.12.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
Division of Water Resources Documents

POSSIBLE MOTION:
Motion to approve the Fiscal Year 2024-2025 water assessments for water basins within Humboldt County in an amount not to exceed $323,298.12.

Nevada Division of
WATER RESOURCES

STATE OF NEVADA
Department of Conservation and Natural Resources
Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Adam Sullivan, P.E., *State Engineer*

December 1, 2023

Board of County Commissioners
Humboldt County Courthouse
50 West Fifth Street, Room 205
Winnemucca, NV 89445-3150
Certified Mail # 94890090002764996977758

In accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290, we respectfully submit the budget for the Fiscal Year July 1, 2024, to June 30, 2025. The assessment must be charged against each water user, which must be based upon the proportion which the water right of that water user bears to the aggregate water rights in the stream system, for the distribution of the waters of the Quinn River as decreed and as prorated to those claimants within Humboldt County and itemized on the accompanying list.

The amount of $4,341.13 will be required for the payment of necessary expenses incurred for supervision over distribution of the decreed water and include, but not limited to salaries of the water commissioners, special studies, water measurements, crop inventories, field investigations, associated data collection and management.

We are enclosing a certificate to be signed and returned indicating that the assessment rate necessary to support the proposed budget has been acted on by the County Commissioners and the amount certified to the Assessor.

Sincerely,

Adam Sullivan, P.E.
State Engineer

AS/jh
Enclosure
cc: Colleen Cox, Email, Colleen.Cox@humboldtcountynv.gov

Adam Sullivan, P.E., State Engineer
Division of Water Resources
901 S. Stewart Street, Suite 2002
Carson City, Nevada 89701

Dear Mr. Sullivan:

I hereby certify that the State Engineer's budget for payment of necessary expenses for the supervision over the waters of the Quinn River Distribution for the fiscal year July 1, 2024, to June 30, 2025, in the amount of Four Thousand Three Hundred Forty-One Dollars and Thirteen Cents ($4,341.13) has been received and acted on by the COUNTY COMMISSIONERS OF HUMBOLDT COUNTY in accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290.

The assessment rate necessary to support the proposed budget was acted on by the COUNTY COMMISSIONERS OF HUMBOLDT COUNTY on the _____ day of _____, 20__ and the respective charges contained herein were certified to the ASSESSOR OF HUMBOLDT COUNTY.

Respectfully submitted,

_____
COUNTY CLERK

Nevada Division of
WATER RESOURCES

STATE OF NEVADA
Department of Conservation and Natural Resources
Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Adam Sullivan, P.E., *State Engineer*

April XX, 2024

Humboldt County
Board of Commissioners
Courthouse, Room 205
50 West Fifth Street
Winnemucca, NV 89445
Certified Mail:

To Whom It May Concern:

Pursuant to the provisions of NRS 534.040(3), it is respectfully requested that you levy a special assessment on the water right holders listed in the enclosed documents, which are located in the confines of the Groundwater Basins within Humboldt County, for the Fiscal Year July 1, 2024, to June 30, 2025. The levy must be charged against each water user who has an active water right or claim of vested right, and the charge against each water user must be based upon the proportion which their water right bears to the aggregate water rights in the subject hydrographic basin.

Please see the list on page two that pertains to all basins within Humboldt County that require this special assessment:

HUMBOLDT COUNTY AMNEDED

Basin Name (Basin #)	Total Assessed
Black Rock Desert (28)	$4,745.16
Pine Forest Valley (29)	$8,526.52
Kings River Valley (30A & 30B)	$15,134.16
Desert Valley (31)	$8,119.79
Silver State Valley (32)	$4,967.39
Quinn River Valley (33A & 33B)	$26,380.72
Clovers Area (64)	$12,048.31
Pumpernickel Valley (65)	$11,455.80
Kelly Creek Area (66)	$32,866.47
Little Humboldt Valley (67)	$6,016.65
Paradise Valley (69)	$55,281.06
Winnemucca Segment (70)	$23,500.81
Grass Valley (71)	$9,691.03
Buffalo Valley (131)	$524.00
Total	**$219,257.87**

The amount of $219,165.80 will be required for the payment of necessary expenses for supervision of the groundwater basins listed above, which includes but is not limited to costs associated with: special studies, water level measurements, crop/pumpage inventories, field investigations, aquifer tests, well driller inspections, intent to drill card and well log review, associated data collection, and management.

We are enclosing a certificate to be signed and returned indicating that the assessment rate necessary to support the proposed budget has been acted on by the County Commission and that the amount has been certified to the Assessor.

Sincerely,

Adam Sullivan, P.E.
State Engineer

AS/jh
Enclosure: Basin Assessment Summary

cc: Andy Heiser, Andy.Heiser@humboldtcountynv.gov
Colleen Cox, Colleen.Cox@humboldtcountynv.gov
Michelle Cook, michelle.cook@humboldtcountynv.gov

Adam Sullivan, P.E., State Engineer
Division of Water Resources
901 S. Stewart Street, Suite 2002
Carson City, Nevada 89701

Dear Mr. Sullivan:

I hereby certify that the State Engineer's budget for payment of necessary expenses for the supervision over the waters of Humboldt County's Groundwater Basins for the Fiscal Year July 1, 2024, to June 30, 2025, in the amount of Two Hundred Nineteen Thousand Two Hundred Fifty-Seven Dollars and Eighty-Seven Cents ($219,257.87), has been received by Humboldt County in accordance with the provisions of NRS 534.040.

The assessment rate necessary to support the proposed budget was acted upon by the COUNTY COMMISSIONERS OF HUMBOLDT COUNTY on the _____ day of _____, 20 __, and the amount contained therein was certified to the ASSESSOR OF HUMBOLDT COUNTY.

Respectfully submitted,

_____

COUNTY CLERK

Nevada Division of
WATER RESOURCES

STATE OF NEVADA
Department of Conservation and Natural Resources
Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Adam Sullivan, P.E., *State Engineer*

December 1, 2023

Board of County Commissioners
Humboldt County Courthouse
50 West Fifth Street, Room 205
Winnemucca, NV 89445-3150
Certified Mail # 94890090002764996977734

In accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290, we respectfully submit the budget for the Fiscal Year July 1, 2024, to June 30, 2025. The assessment must be charged against each water user, which must be based upon the proportion which the water right of that water user bears to the aggregate water rights in the stream system, for the distribution of the waters of the Humboldt River as decreed and as prorated to those claimants within Humboldt County and itemized on the accompanying list.

The amount of $34,965.29 will be required for the payment of necessary expenses incurred for supervision over distribution of the decreed water and include, but not limited to salaries of the water commissioners, special studies, water measurements, crop inventories, field investigations, associated data collection and management.

We are enclosing a certificate to be signed and returned indicating that the assessment rate necessary to support the proposed budget has been acted on by the Board of Supervisors and the amount certified to the Assessor.

Sincerely,

Adam Sullivan, P.E.
State Engineer

AS/jh
Enclosure
cc: Colleen Cox, Email, Colleen.Cox@humboldtcountynv.gov

Adam Sullivan, P.E., State Engineer
Division of Water Resources
901 S. Stewart Street, Suite 2002
Carson City, Nevada 89701

Dear Mr. Sullivan:

I hereby certify that the State Engineer's budget for payment of necessary expenses for the supervision over the waters of the Humboldt River Distribution for the Fiscal Year July 1, 2024, to June 30, 2025, in the amount of Thirty Four Thousand Nine Hundred Sixty-Five Dollars and Twenty-Nine Cents ($34,965.29), has been received by the COUNTY COMMISIONERS OF HUMBOLDT COUNTY in accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290.

The assessment rate necessary to support the proposed budget was acted upon by the COUNTY COMMISIONERS OF HUMBOLDT County on the _____ day of ___, 20___, and the amount contained therein was certified to the ASSESSOR OF HUMBOLDT COUNTY.

Respectfully submitted,

_____
COUNTY CLERK

Nevada Division of
WATER RESOURCES

STATE OF NEVADA
Department of Conservation and Natural Resources
Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Adam Sullivan, P.E., *State Engineer*

December 1, 2023

Board of County Commissioners
Humboldt County Courthouse
50 West Fifth Street, Room 205
Winnemucca, NV 89445-3150
Certified Mail # 9489009000276499697741

In accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290, we respectfully submit the budget for the Fiscal Year July 1, 2024, to June 30, 2025. The assessment must be charged against each water user, which must be based upon the proportion which the water right of that water user bears to the aggregate water rights in the stream system, for the distribution of the waters of the Little Humboldt River as decreed and as prorated to those claimants within Humboldt County and itemized on the accompanying list.

The amount of $64,733.83 will be required for the payment of necessary expenses incurred for supervision over distribution of the decreed water and include, but not limited to salaries of the water commissioners, special studies, water measurements, crop inventories, field investigations, associated data collection and management.

We are enclosing a certificate to be signed and returned indicating that the assessment rate necessary to support the proposed budget has been acted on by the County Commissioners and the amount certified to the Assessor.

Sincerely,

Adam Sullivan, P.E.
State Engineer

AS/jh
Enclosure
cc: Colleen Cox, Email, Colleen.Cox@humboldtcountynv.gov

Adam Sullivan, P.E., State Engineer
Division of Water Resources
901 S. Stewart Street, Suite 2002
Carson City, Nevada 89701

Dear Mr. Sullivan:

I hereby certify that State Engineer's Budget for water distribution in connection with the LITTLE HUMBOLDT RIVER and its tributaries, as prorated and assessed to HUMBOLDT COUNTY for the fiscal year July 1, 2024, to June 30, 2025, in the amount of Sixty-Four Thousand Seven Hundred Thirty-Three Dollars and Eighty-Three Cents ($64,733.83) has been received and acted on by the County Commissioners of HUMBOLDT County in accordance with the provisions of NRS §§ 533.280, 533.285 and 533.290.

The assessment rate necessary to support the proposed budget was acted on by the County Commissioners of HUMBOLDT County on the _____ day of _____, 20_____ and the respective charges contained herein were certified to the ASSESSOR OF HUMBOLDT COUNTY.

Respectfully submitted,

_____
COUNTY CLERK

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Friday, April 5, 2024

TO: County Commission

FROM: Don Kalkoske, County Manager

SUBJECT: County indigent defense services

REQUESTED AGENDA DATE: April 15, 2024

SUMMARY:

With the departure of our Alternate Public Defender and Dept. of Indigent Defense Services (DIDS) caseload study, our indigent defense services are severely understaffed. To address this, I have had numerous meetings and conversations with judges, district attorneys, public defenders, and other county managers to understand a path forward. Through all these conversations, the largest hurdle is hiring the needed personnel, which as you know is extremely difficult as we get very few if any applicants for attorney positions. A couple options to address this situation have risen to the surface during this information gathering. One option would be to contract with other local and/or non-local attorney firms to provide public defender services. Another option is turning county indigent defense over to the State of Nevada Public Defenders office. The latter option has been discussed in depth with other county officials that are currently utilizing this service.

There are pros and cons to each of the two options. For the State of Nevada indigent defense option, the pros are that this entity would be responsible for providing the necessary representation to clients and relieve the county of falling behind on this representation. A con with this option was timing for getting trials to court as a majority of the staff would be from out of town. One positive note with this, would be that our current PD could become an employee of the State as a Deputy Public Defender, which could help move the cases along.

For the contracted representation, the pros would be that we can have some direct management of personnel and these contracts would likely be with some local attorneys (2 firms have indicated interest). There are cons with this as well and fiscal cost is a big one. With this, the contracts are fairly expensive; however, we have considered flat rate (annual) to limit abuse of hourly charges. While the attorney costs would be covered under the flat rate, there will still be some unknown costs for investigators, interpreters, and other required services to assure our contracted firms are providing the best possible representation. Another con with this system may be an additional County employee to aid in coordination, assignment and tracking of cases.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

This is brought to you now to assure representation of indigent clients continues with the departure of our Alternate Public Defender and to comply with the DIDS caseload study.

PREVIOUS ACTION:

None

BACKGROUND:
See Summary above

FISCAL IMPACT:
For the fiscal impact, on the contracted option, the county would be responsible for our 2018 budgeted amount (plus annual increases) for public defender services and anything over that would be reimbursed by DIDS per AB518 (for *Davis* compliance). With this, there is no guarantee that the Nevada State Legislature would not review and modify the actions of AB518 in the future.

The fiscal impact for the State of Nevada Public Defenders Office as of compiling this report, is unknown. I have reached out to the department; however, I have not yet had a response.

RECOMMENDATION:

LIST SUPPORTING DOCUMENTS IF APPLICABLE:
None

POSSIBLE MOTION:
A possible motion for this item would be; "Move to authorize the County Manager to move forward with obtaining contract representation for the Public Defender's office with contracts to be approved by both the District Attorney and DIDS; or Move to authorize the County Manager to engage with the State of Nevada Public Defenders Office to provide indigent defense services for Humboldt County."

HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

AGENDA REQUEST FORM

DATE: April 5, 2024

TO: County Commission

FROM: County Manager Don Kalkoske

SUBJECT: Commissioners consideration and discussion regarding potential Bill Draft Requests for the 2025 Nevada Legislature Session

REQUESTED AGENDA DATE: April 15, 2025

SUMMARY AND BACKGROUND:

The 83rd Session of the Nevada Legislature is scheduled to begin February 3, 2025. During this legislative session, lawmakers will convene to discuss and deliberate on various bills, policies, and issues relevant to the state of Nevada and thus, to Humboldt County. Commissioner Tipton has requested that the Board begin discussions regarding potential bills for the 2025 session.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

Commissioner Tipton has requested that the Board begin discussions regarding potential bills for the 2025 session. NACO has 5 bills and is open to suggestions from counties.

PREVIOUS ACTION:

N/A

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:

N/A

FISCAL IMPACT IF APPLICABLE:

N/A

RECOMMENDATION:

N/A

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

N/A

POSSIBLE MOTION:

N/A