

Notice of Public Meeting
HUMBOLDT COUNTY BOARD OF COMMISSIONERS
Humboldt County Board of Commissioners Regular Meeting
Tuesday, February 22, 2022
8:30 AM:

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

VIRTUAL AND IN PERSON
Commission Meeting Room is Open
(Limited Seating Due to Distancing Requirements)

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

Click here to join the meeting:
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Or by phone: +1 775-446-0241, Conference ID: 158 003 151#

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.

Agenda - Tuesday, February 22, 2022

STAFF REPORT

Staff Report

[STAFF REPORT 2022-02-22.pdf](#)

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.

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 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 7, 2022.
Discussion and possible action.

4.A. Minutes

4.A. Minutes

[HCC020722unapprovedUNAPPROVED.pdf](#)

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR FEBRUARY 7, 2022 THROUGH FEBRUARY 22, 2022 (FOR POSSIBLE ACTION)

6. TREASURER: REQUEST THAT PERSONAL PROPERTY TAXES BE DEEMED UNCOLLECTIBLE (FOR POSSIBLE ACTION) - The Treasurer is requesting that the personal property taxes for account LI 1409 be deemed uncollectible per NRS 361.5607, in the amount of \$291.97. The previous owner is deceased. Discussion and possible action.

6.A. Treasurer Staff Memo - Uncollectable Personal Property LI 1409

[Staff Report - Uncollectible PP - LI 1409.pdf](#)

[LI 1409.pdf](#)

7. WEST COAST SALMON NEVADA UPDATE (INFORMATION ONLY) - Representatives from West Coast Salmon Nevada will provide an update on recent activities. Information only.

7.A. Staff Memo - West Coast Salmon Nevada and Press Release

[West Coast Salmon Nevada Update - Staff Agenda Memo.pdf](#)

[2022 02-07 WCS PR Aqua Press Release.pdf](#)

8. **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 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. Information Only.

9. **2020-2021 AUDIT REPORT AND APPROVAL BY DRAKE, ROSE & ASSOCIATES FOR THE MCDERMITT GENERAL IMPROVEMENT DISTRICT (FOR POSSIBLE ACTION)** - The governing Board for the McDermitt GID will convene to consider the following:

Consideration, discussion and possible approval of the fiscal year 2020-2021 single audit for the McDermitt General Improvement District as presented by Drake, Rose & Associates. Discussion and possible action.

Adjournment

9.A. McDermitt GID Audit

[Staff Report Audit Presentation McDermitt GID.pdf](#)

10. **2020-2021 AUDIT REPORT BY DRAKE, ROSE & ASSOCIATES: HUMBOLDT COUNTY AUDIT FINANCIAL REPORT (FOR POSSIBLE ACTION)** - Consideration, discussion and possible approval of the Humboldt County Financial Audit for the fiscal year ending June 30, 2021. Discussion and possible action.

10.A. Comptroller Staff Memo - Drake, Rose & Associates Audit Reports for Humboldt County and McDermitt General Improvement District

[Staff Report Audit Presentation Humboldt County.pdf](#)

11. 10:00 A.M. PUBLIC HEARING: - A. Consideration, discussion and possible approval of the following:

A) RH-21-16 – Zone change application submitted by Regional Planning Commission on behalf of David D. Selesnick Trust to change the C (Commercial) zoning designation to CH (Highway Commercial) zoning designation on property located at the E Winnemucca Blvd/I-80 Interchange; assessor's parcel #10-0262-01. – Discussion and possible action.

B) RH-21-17 - Zone change application submitted by Regional Planning Commission on behalf of Sawtooth RV, LLC to change the C (Commercial) zoning designation to M-3 (Open Land Use) zoning designation on property located at 24770 N US Hwy 95, Orovada, NV; assessor's parcel #03-0421-07. – Discussion and possible action.

C) RH-21-18 Zone Change application submitted by Regional Planning Commission on behalf of Sawtooth Properties, LLC to change the C (Commercial) zoning designation to CH (Highway Commercial) zoning designation on property located at 24810 N US Hwy 95, Orovada, NV; assessor's parcel #03-0421-16 - Discussion and possible action.

D) RH-21-19 – Zone Change application submitted by Regional Planning Commission on behalf of the Maxl & Theresa Willis Trust to change the C (Commercial) zoning designation to CH (Highway Commercial) zoning designation on property located off SR 789, Golconda, NV; assessor's parcel #08-0402-01. – Discussion and possible action.

E) RH-21-20 – Zone Change application submitted by Regional Planning Commission on behalf of the Joseph D. Scott Trust to change the C (Commercial) zoning designation to CH (Highway

Commercial) zoning designation on property located off SR 789, Golconda, NV; assessor's parcel #08-0611-04). – Discussion and possible action.

F) MP-21-03 - Master Plan Amendment application submitted by Desert Mountain Surveying as agent for ARJ Properties, LLC to amend the OSMU (Open Space Multiple Use) Master Plan designation to COMM (Commercial) Master Plan designation. Subject property is located at the Rose Creek Interchange; assessor's parcel #'s 05-0481-01 & 05-0482-01. – Discussion and possible action.

G) RH-21-21 – Zone change application submitted by Desert Mountain Surveying as agent for ARJ Properties, LLC to change the M-3 (Open Land Use) zoning designation to CH (Highway Commercial) zoning designation. Subject property is located at the Rose Creek Interchange; assessor's parcel #'s 05-0481-01 & 05-0482-01. – Discussion and possible action.

- B. 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. 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. Discussion and possible action.

11.A.Planning Department - Support Documents

[RH-21-21 Status Report&SupportMaterial.pdf](#)

[MP-21-03 Status Report&SupportMaterial.pdf](#)

[RH-21-16 Status Report&Support Material.pdf](#)

[RH-21-17 Status Report&SupportMaterial.pdf](#)

[RH-21-18 Status Report&SupportMaterial.pdf](#)

[RH-21-19 Status Report&SupportMaterial.pdf](#)

[RH-21-20 Status Report&SupportMaterial.pdf](#)

[Staff Memo - Sakurada Nuisance.pdf](#)

11.B.Buildings & Safety Staff Memo - Sakurada Nuisance Update

[Staff Memo - Sakurada Nuisance.pdf](#)

- 12.REQUEST TO APPROVE ATTORNEY STEVE BALKENBUSH AS TEMPORARY COUNTY EMPLOYEE (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval to hire Attorney Steve Balkenbush from Thorndal, Armstrong, Delk, Balkenbush and Eisenger for a minimum 8-hours (one-day) to meet the requirements of the Public Employees Retirement System (PERS) to be vested. Mr. Balkenbush worked for approximately seven years for two government agencies in his early career; however, was never vested due to the fact that it required ten years at that time. That requirement was reduced to five years by the state legislature some years ago. The only requirement is that he must work one day with an agency to qualify. Mr. Balkenbush has agreed to review and recommend new language for the county ordinance dealing with Nuisances as a way of covering any costs to the county. Discussion and possible action.

12.A.Balkenbush - PERS

[Dave Mendiola Letter \(draft 12-30-21\).pdf](#)

[Human Resources - Staff Report - Balkenbush.pdf](#)

[HUMBO-NUISANC Prebill - 02-14-22 - Updated.pdf](#)

13.DETENTION CENTER: APPROVAL TO RENEW DIETICIAN AGREEMENT (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of the Detention Center Dietician contract with CB Nutrition Dietician Consulting Services for one (1) year, in an amount not to exceed \$5,000. Discussion and possible action.

13.A.Detention Center Staff Memo - Dietician Agreement
[STAFF REPORT - Dietician Agreement.pdf](#)

[AGREEMENT-Dietician Consulting Services 2022 final.pdf](#)

14.WCVA: REQUEST APPROVAL FOR SLURRY SEAL, CRACK FILL AND STRIPING PROPOSAL AND TO PURCHASE VACUUM TRAILER (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of the following:

A) A proposal from contractors to slurry seal, crack fill and stripe three parking lots at the Events Complex, in an amount not to exceed \$145,000, and subject to the District Attorney's review. Discussion and possible action.

B) A request to transfer funds from the existing FY 2021/2022 capital budget to be used to purchase horse stall cleaning equipment in an amount not to exceed \$45,373. Discussion and possible action.

14.A.WCVA Staff Memo - Parking lot repair and equipment purchase
[WCVA Staff Report WEC Slurry Seal Bid Approval Request.pdf](#)

[WCVA Staff Report WEC vacuum trailer purchase.pdf](#)

14.B.WCVA Staff Memo - Support Documents

15.TECHNOLOGY SERVICES REQUEST TO ENTER INTO CONTRACT WITH ALLIANCE DOCUMENT TECHNOLOGIES FOR PRINT DEVICES (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval to enter into a 48-month contract with Alliance Document Technologies for county wide print devices that will deliver cost savings to the County. The cost of the contract is approximately \$5,543.71 per month and is pending the District Attorney's review and approval. Discussion and possible action.

15.A.Tech Services Staff Memo - Alliance Contract and Support Documents
[Staff Report - Alliance Proposed Replacement Solution \(2\).pdf](#)

[Humboldt County Supplies & Break-Fix History.pdf](#)

[Alliance Managed Print Solution Proposal - 1-4-21.pdf](#)

[Supporting Info For Commissioners Meeting.pdf](#)

16.REQUEST TO APPROVE SAGE GROUSE AND ENDANGERED SPECIES CHAPTERS TO THE MASTER PLAN (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of the County Greater Sage Grouse Conservation Plan and the Endangered Species Plan as part of the Humboldt County Land Use Management Plan (Master Plan). Discussion and possible action.

16.A.County Manager Memo - Greater Sage-grouse and Endangered Species Chapters
[County Manager Memo - Sage grouse and Endangered Species Chapters.pdf](#)

[Greater Sage Grouse.pdf](#)

[ESA Draft.pdf](#)

17. HUMBOLDT COUNTY SHOOTING PARK ENVIRONMENTAL ASSESSMENT LETTER OF SUPPORT (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a letter of comment in support regarding the Bureau of Land Management (BLM) draft Environmental Assessment (EA) that is evaluating application N-98541 for conveying a Recreational and Public Purpose lease, by patent for the Humboldt County Shooting Park. The additional 24-acres will allow the park to create a 1,000-yard rifle range and provide a buffer between the park and other public and private lands. Discussion and possible action.

17.A. County Manager Memo - Shooting Park letter of support and supporting documents

[County Manager Memo - Shooting Park Expansion and Support Documents.pdf](#)

[2022-01-31 EA Comments N-098541 2800 NVW010.37.pdf](#)

[Shooting Park Expansion Support ltr 1.pdf](#)

[Shooting Park Expansion Support ltr 2.pdf](#)

[07-06-2021 Support Letter Shooting Park Expansion.pdf](#)

18. REQUEST TO APPROVE LETTER REQUESTING ASSISTANCE TO UPGRADE US HIGHWAY 95 AND SERVICE ROAD 293 (DISCUSSION AND POSSIBLE ACTION) - Consideration, discussion and possible approval of a letter in support for the Nevada Department of Transportation (NDOT) to request assistance to make traveling US Highway 95 and SR 293 safe roads for all travelers. Discussion and possible action.

18.A. County Manager Memo - US 95 and SR 293 upgrade request

[County Manager Memo - Letter requesting assistance from NDOT for US 95 and SR 293.pdf](#)

[US 95 Upgrade assistance letter draft2.pdf](#)

19. MISCELLANEOUS REPORTS AND CORRESPONDENCE - 1) Other information and upcoming meetings

March 7, 2022 Humboldt County Commission Meeting

March 8, 2022 Winnemucca City Council Meeting

March 10, 2022 Regional Planning Commission Meeting

March 14, 2022 Regional Airport Board 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, Northeastern Nevada Regional Development District (NNRDA), Humboldt County Elk Planning Steering Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

20.FUTURE AGENDA ITEMS

21.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.

22.THE COMMISSION WILL BREAK FOR LUNCH BEFORE ATTENDING THE BUDGET TRAINING

23.BUDGET TRAINING - BOARD OF COMMISSION (INFORMATION ONLY) - POOL/Pact Chief Financial Officer Alan Kalt will provide a detailed training regarding government finance for the Board of Commissioners, the County Manager, and the Comptroller. Information only.

24.ADJOURNMENT

25.NOTICE: - The public is welcome to attend the meeting electronically via Microsoft Teams or by appearing in person at the Humboldt County Courthouse Meeting Room 201 50 West Fifth Street, Winnemucca, Nevada 89445 at the time and date listed on the top of the 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.

**VIRTUAL AND IN PERSON
Commission Meeting Room is Open
(Limited Seating Due to Distancing Requirements)**

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[JOIN](#)**

Or by phone: +1 775-446-0241, Conference ID: 158 003 151#

Members of the public may make a public comment at the meeting without being physically present by emailing publiccomment@humboldtcountynv.gov prior to 8:00 a.m. on the day of the meeting and messages received will be transcribed for entry into the record and provided to the Board for review. Members of the public may also make a public comment at the meeting without being physically present by accessing the meeting through the internet connection at Microsoft Teams link above.

Staff reports and supporting material posted for the meeting are available on the Humboldt County website at <https://www.hcnv.us/> (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 Administrator's office is the location where the supporting material is available to the public.

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

CERTIFICATE OF POSTING

PLACES POSTED: Humboldt Co. Courthouse, 50 W. 5th St.: Rooms 201, 205, & 207 at 8:30 A.M. By: MC
Humboldt County Website: www.hcnv.us at _____ A.M. By: _____
State of Nevada Website: www.notice.nv.gov. _____ A.M. By: _____
MEETING DATE: February 22, 2022 POSTED BY: _____ MICHELLE COOK _____
DATE POSTED: 2/16/2022

NOTE FOR SUPPORTING MATERIAL: A copy of the supporting material for the meeting may be obtained at Commissioner meeting/agendas on the Humboldt County website: www.hcnv.us or by contacting Dave Mendiola, County Administrator, at 50 W. Fifth Street, Winnemucca, Nevada 89445, (775) 623-6300

NOTICE TO PERSONS WITH DISABILITIES - Reasonable efforts will be made to assist and accommodate physically disabled persons desiring to attend the meeting. Please call the Humboldt County Administrator's Office at 623-6300 in advance so that arrangements may be conveniently made.

EQUAL OPPORTUNITY NOTICE - Humboldt County is an Equal Opportunity Employer and will not discriminate against employees or applicants for employment or services in an unlawful manner.

NON-DISCRIMINATION STATEMENT - In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc) should Contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-9339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7422;
- (3) email: program_intake@usda.gov

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