

Notice of Public Meeting
HUMBOLDT COUNTY BOARD OF COMMISSIONERS
Humboldt County Board of Commissioners Regular Meeting
Monday, May 03, 2021
8:30 AM:

NOTE: NEW START TIME

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

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 - Monday, May 3, 2021

**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](#)

[Or call in \(audio only\) 702-935-0127, Conference ID: 798 065 417#](#)

1. STAFF REPORT

1.A. Staff Report

[2021-05-03 CC Mtg STAFF REPORT.pdf](#)

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. 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.

5. JUSTICE COURT: REQUEST TO UTILIZE COMMISSIONERS' MEETING ROOM FOR JURY TRIALS (FOR POSSIBLE ACTION) - Consideration, discussion, and possible approval of a request from Justice of the Peace Jim Loveless to utilize the Humboldt County Commissioners' Meeting Room for jury trials due to the large number of trials that are backlogged due to COVID-19, and the requirement to offer jury trials for domestic violence cases. Discussion and possible action.

6. APPROVAL OF MINUTES (FOR POSSIBLE ACTION) - Discussion and action on correction/approval of minutes for March 28-29, 2016; January 17, 2017 (Joint); February 6, 2017 (Special): March 6, 2017; March 20, 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 (Budget Hearings); April 1, 2019; May 6, 2019; May 20, 2019; June 3, 2019; June 25, 2019 (Special); August 5, 2019; August 19, 2019; September 16, 2019; October 21, 2019; November 4, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); January 30, 2020; February 3, 2020, February 18, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020; April 23, 2020 (Special); May 4, 2020; July 20, 2020; August 17, 2020; August 20, 2020 (Special); September 8, 2020; September 21, 2020; September 30, 2020; October 5, 2020 (Special Joint); November 9, 2020, November 13, 2020 (Special Canvass); November 23, 2020; December 10, 2020, December 14, 2020; January 4, 2021, January 19, 2021, January 25, 2021 (Special), February 8, 2021, February 22, 2021 (Special Joint); February 22, 2021; March 8, 2021; March 22, 2021; March 29-30, 2021; April 8, 2021 (Special), and April 19, 2021. Discussion and possible action.

6.A. March 16, 2021 Minutes

[HCC031621unapprovedUNOFFICIAL.pdf](#)

7. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR APRIL 19, 2021 THROUGH MAY 3, 2021 (FOR POSSIBLE ACTION)

8. MISCELLANEOUS REPORTS AND CORRESPONDENCE -

1) Other information and upcoming meetings

May 10, 2021 Regional Airport Board Meeting

May 13, 2021 Regional Planning Commission

May 17, 2021 Humboldt County Commission Meeting

2) Reports from Commissioners regarding other Boards and Committees on which they serve, including 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).

9. CONSENT AGENDA (ANY ITEM APPEARING ON THE CONSENT AGENDA CAN BE PULLED DOWN AND DISCUSSED IN DETAIL)(FOR POSSIBLE ACTION) -

A) A Tax Roll Adjustment refund of \$1.56 and credit of 139.74 for Montes, Martin O for FY 20-21.

9.A. TAX ROLL

[14-0241-14 Roll Adjustment.pdf](#)

10. EMPLOYEE OF THE QUARTER (INFORMATION ONLY)

11. 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 2021 (July 1, 2020 through June 30, 2021), including possible impacts of the COVID-19 response in the county and an update on the Coronavirus Relief Funds from the State of Nevada. Information Only.

12. TREASURER - QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING 3/31/21 (FOR POSSIBLE ACTION) - Consideration, discussion, and possible action to accept the 3rd quarter fiscal year 2020-21 investment report from Humboldt County Treasurer Rhona Lecumberry. Discussion and possible action.

12.A. QUARTERLY INVESTMENT REPORT

[Quarterly Financial Report - 3-31-21.pdf](#)

13. 10:00 A.M. PUBLIC HEARING - CDBG-CV2 GRANT AWARD - Consideration, discussion, and possible action to select an application for award from nonprofit businesses in need of funding to prevent, prepare for, and respond to COVID-19. Activities must meet at least one of the following criteria: 1. Benefit to low-moderate income households or persons; 2. Elimination of slums and blight; 3. Meets urgent community needs. Grant award not to exceed \$57,850. Discussion and possible action.

13.A. PRESENTATION

[CDBG-CV - Meeting Presentation 2nd Public Hearing.ppt](#)

13.B. EXPANSION PROJECT

[Food Distribution Expansion Project- Submitted.PDF](#)

14. AG 3 DISTRICT UPDATE ON NEW STALLS (INFORMATION ONLY) - Kim Petersen will provide an update to the Board regarding the progress of the stalls that are being built. Due to some delays and COVID-19, costs have increased \$4,000 above the original approved amount of \$98,000. Informational Only.

15. RURAL NEVADA DEVELOPMENT CORPORATION PRESENTATION (INFORMATION ONLY) - A presentation by Mary Kerner, CEO for Rural Nevada Development Corporation, to provide background information on programs it provides and its partnerships with private and governmental agencies. Information only.

15.A. RNDC Presentation

[RNDC Presentation.pdf](#)

16. AGREEMENT FOR MEDICAID MATCH FUNDING WITH DIVISION OF HEALTH CARE FINANCING AND POLICY (DHCFP)(FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of an amendment to the current agreement (date July 1, 2019) with the State of Nevada, Department of Health and Human Services, Division of Health Care Financing and Policy (DHCFP). This is the first amendment to the revenue interlocal contract to provide administrative services necessary to operate the Medicaid County Match Program. The counties provide the non-federal share for medical and Medicaid administrative services. This amendment increases the total maximum contract amount from \$691,171.51 to \$950,261.87. This agreement is in effect until June 30, 2021. Discussion and possible action.

16.A. Medicaid Match

[22063 A-1 Humboldt Co Match Contract to Vendor.pdf](#)

17. LIBRARY REQUEST PERMISSION TO HIRE FOR LIBRARY ASSISTANT POSITION (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a request from Library Director Jessica Anderson to hire to fill the position of Library Assistant. This position has been open for 120-days and is in needed to return to pre-COVID-services for the public. Discussion and possible action.

17.A. Library Assistant

[Attrition Waiver-Library.pdf](#)

18. HUMAN RESOURCES; APPROVAL OF JOB DESCRIPTION FOR EMERGENCY MANAGER POSITION (FOR POSSIBLE ACTION) - Consideration of, discussion, and possible action on a new job description for the position of Emergency Manager. This position will be responsible for planning, organizing, administering, coordinating, communicating and directing the development and implementation of a County-wide emergency planning and response program in accordance with NRS 414.090. For discussion and possible action.

18.A. Proposed Job Description for Emergency Manager Position

[20210421 Proposed Job Description for Emergency Manager.pdf](#)

19. RESOLUTION ADOPTING LIST OF CERTIFIED APPRAISERS PER HUMBOLDT COUNTY CODE (HHC) 2.42 AND TO HIRE JOHN S. WRIGHT & ASSOCIATES TO CONDUCT REAPPRAISALS (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval to adopt a resolution to accept the list of certified appraisers in northern Nevada. In addition, possible approval of a proposal from John S. Wright & Associates to conduct 3 appraisals of communication sites within Winnemucca in an amount not to exceed \$8,000. Discussion and possible action.

19.A. Resolution to accept Humboldt County List of Appraisers

19.B. Consideration, discussion and possible approval of an agreement with John Wright & Associates to perform appraisals of communication sites at Winnemucca Mountain, Rose Creek Road, and the Winnemucca Sports Complex in an amount not to exceed \$8,000. Discussion and possible action.

[Humboldt County - Winnemucca Mountain.pdf](#)

[Humboldt County - 3 Communication Sites Revised.pdf](#)

20. PUBLIC WORKS DEPARTMENT: WATER PERMIT RENEWAL REQUEST (FOR POSSIBLE ACTION)/GENERAL ROAD PROJECTS (FOR INFORMATION ONLY) -

A) Consideration, discussion and possible approval to renew Water Permit 77287 with the State Water Engineer, which was permitting for the purpose of providing a water source at the landfill.

The well has never been drilled and this renewal would simply continue to provide an option for a well for a period of 2 years at a cost of \$247.80. Discussion and possible action.

B)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.

20.A.PERMIT RENEWAL

[Landfill Well Extention.pdf](#)

[Landfill Permit Receipt 04-2021.pdf](#)

21.LETTER OF PETITION FOR MEMBERSHIP IN WNDD (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a letter requesting membership in Western Nevada Development District (WNDD). Membership in WNDD supports the county's goals to support economic development like workforce development, affordable housing efforts and general infrastructure. Discussion and possible action.

21.A.LETTER

[Humboldt county membership request letter.docx](#)

22.SET TO PUBLIC HEARING: FIRST READING OF PROPOSED AMENDMENTS TO HUMBOLDT COUNTY CODE (THEREINAFTER "HCC") 2.44 "COUNTY PUBLIC DEFENDER'S OFFICE AND FILE AMENDMENT WITH CLERK (FOR POSSIBLE ACTION) - Consideration, discussion and possible action to set proposed amendments to HCC, Title 2, Chapter 2.44 entitled "County Public Defender's Office" to public hearing, file proposed amendments with County Clerk and the first reading of proposed amendments by title pursuant to NRS 2.44.100 . The Amendments to HCC 2.44, "County Public Defender's Office" are as follow: altering the responsibilities of the Public Defender to include representation of individuals in specialty court programs and removing that responsibility from the Alternate Public Defender, and by adding to the responsibilities of the Alternate Public Defender the representation of those individuals in misdemeanor proceedings, pretrial custody status hearings, arraignments, seventy two (72) hour hearings in justice court, and other matters properly related thereto. Discussion and Possible Action.

22.A.Alternate Public Defender Ordinance

[ordinance 2.44 amendments april 2021.pdf](#)

23.CONSIDERATION TO MOVE COMMISSION MEETINGS TO AN EARLIER TIME (POSSIBLE ACTION) - Consideration, discussion and possible action to begin commission regular meetings at 8:30am. Discussion and possible action.

24.BUDGET REVIEW CONTINUED FROM MARCH 29-30, 2021 (FOR POSSIBLE ACTION) -

Consideration, discussion and possible action regarding several key department budgets that were asked to return with possible reductions including Sheriff's Patrol and Detention, Computer Systems, Road, Regional Transportation Commission and Capital Projects Funds. Discussion and possible action.

24.A.TENATIVE BUDGET

25.FUTURE AGENDA ITEMS

26.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.

27.ADJOURNMENT

28.NOTICE: - Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the state law requirement that public notice agendas be posted at physical locations within the State of Nevada is suspended. This agenda has been physically posted at the locations noted above and electronically posted at (<https://www.hcnv.us>). Pursuant to Section 3 of Directive 006, the state law requirement that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate is suspended until April 16, 2020. Pursuant to section 1 of directive 10, the March 12, 2020 Declaration of Emergency is extended to April 30, 2020 and all Directives promulgated pursuant to the Declaration of Emergency shall be in force for the duration that the Declaration of Emergency is in effect, unless specifically terminated by a subsequent order. Pursuant to directive 016, section 6, Directive 006 is extended until May 15 unless specifically terminated or extended by subsequent directives. Pursuant to Directive 018, section 23, Directive 016 and all Directives incorporated by reference within Directive 016 with specific expiration dates are extended until May 30, 2020. Pursuant to section 37 of Directive 21 states, Directive 018 and all Directives incorporated by reference within Directive 018 with specific expiration dates are extended until June 30, 2020. Pursuant to section 3 of directive 26, directive 006 is extended until July 31, 2020. Pursuant to section 4 of Directive 029, all directives promulgated pursuant to the March 12, 2020 Declaration of Emergency or subsections thereof set to expire on July 31, 2020, shall remain in effect for duration of the current state of emergency, unless terminated prior to that date by a subsequent directive or operation of law associated with lifting the Declaration of Emergency. There will be a physical location for the meeting; however, the meeting may be accessed electronically through an internet connection at Microsoft Teams link.

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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 the Microsoft Teams link above.

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. Pursuant to Section 5 of Directive 006, the state law requirement that physical locations be available for the public to receive supporting material for public meetings is suspended. Staff reports and supporting material for the meeting are available on the Humboldt County website at <https://www.hcnv.us/> (click on the "Government" link on the home page) and are available to the general public at the same time the materials are provided to the Board.

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 8:49 A.M. By: MC
Humboldt County Library: 85 E. 5th St. at 8:52 A.M. By: MC
County Annex: 4th & Bridge St. at 8:53 A.M. By: MC
Winnemucca City Hall: 4th & Melarkey St. at 8:55 A.M. By: MC
Humboldt County Website: www.hcnv.us at 8:40 A.M. By: MC
State of Nevada Website: www.notice.nv.gov A.M. By: MC
MEETING DATE: May 3, 2021 POSTED BY: M. Cook

DATE POSTED: _____

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, audiotape, 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; or
- (3) email: program.intake@usda.gov

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STAFF REPORTSTAFF REPORT**STAFF REPORT****
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May 13, 2021 Regional Planning Commission
May 17, 2021 Humboldt County Commission Meeting

2) Reports from Commissioners regarding other Boards and Committees on which they serve, including 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).

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A) A Tax Roll Adjustment refund of \$1.56 and credit of 139.74 for Montes, Martin O for FY 20-21.

8.A. TAX ROLL

[14-0241-14 Roll Adjustment.pdf](#)

9. EMPLOYEE OF THE QUARTER

****Colleen Cox from the Assessor's office is the recipient of the Employee of the Quarter award for the third quarter of fiscal year 2021.**

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 2021 (July 1, 2020 through June 30, 2021), including possible impacts of the COVID-19 response in the county and an update on the Coronavirus Relief Funds from the State of Nevada. Information Only.

11.TREASURER - QUARTERTLY FINANCIAL REPORT FOR PERIOD ENDING 3/31/21 (FOR POSSIBLE ACTION) - Consideration, discussion, and possible action to accept the 3rd quarter fiscal year 2020-21 investment report from Humboldt County Treasurer Rhona Lecumberry. Discussion and possible action.

11.A.QUARTERLY INVESTMENT REPORT
[Quarterly Financial Report - 3-31-21.pdf](#)

****Self-explanatory.**

12.10:00 A.M. PUBLIC HEARING - CDBG-CV2 GRANT AWARD - Consideration, discussion, and possible action to select an application for award from nonprofit businesses in need of funding to prevent, prepare for, and respond to COVID-19. Activities must meet at least one of the following criteria: 1. Benefit to low-moderate income households or persons; 2. Elimination of slums and blight; 3. Meets urgent community needs. Grant award not to exceed \$57, 850. Discussion and possible action.

12.A.PRESENTATION
[CDBG-CV - Meeting Presentation 2nd Public Hearing.ppt](#)

12.B.EXPANSION PROJECT
[Food Distribution Expansion Project- Submitted.PDF](#)

****As you may recall we had a special meeting of the Board to provide an opportunity for local organizations to understand the CDBG COVID-19 grant availability. The Boys & Girls Club of Winnemucca did a short presentation explaining what their application submittal would consist of (recuperating expenses for the food bank effort during the COVID pandemic). Since that time, we have not received any other application submittals, thus it would stand to reason that you would make a motion to recommend forwarding the B&G application to the state for approval of the \$57,850 grant.**

I believe Chad will be available to answer any questions you might have and he could also do a full presentation should you want that.

13.AG 3 DISTRICT UPDATE ON NEW STALLS (INFORMATION ONLY) - Kim Petersen will provide an update to the Board regarding the progress of the stalls that are being built. Due to some delays and COVID-19, costs have increased \$4,000 above the original approved amount of \$?????. Informational Only.

****As you may recall, Kim came before the Board to request the expenditure to expand the corrals at the Winnemucca Events Complex to accommodate the needs of the new "High End" Horse shows that have committed to Winnemucca. Deu to delays from Covid and the ever**

increasing costs of goods, the total expenditure exceeded the original amount of \$98,000 by \$4,000 (Total of \$104,000). He is simply coming before the Board to make you aware of the additional costs. He has funds elsewhere in the budget to cover the cost overrun.

14. RURAL NEVADA DEVELOPMENT CORPORATION PRESENTATION (INFORMATION ONLY) - A presentation by Mary Kerner, CEO for Rural Nevada Development Corporation, to provide background information on programs it provides and its partnerships with private and governmental agencies. Information only.

14.A. RNDC Presentation
[RNDC Presentation.pdf](#)

****NDRC is a great organization that provides funding for rural Nevada development projects. Ms Kerner will provide an overview of their programs for the Commission. No action is necessary.**

15. AGREEMENT FOR MEDICAID MATCH FUNDING WITH DIVISION OF HEALTH CARE FINANCING AND POLICY (DHCFP) (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of an amendment to the current agreement (date July 1, 2019) with the State of Nevada, Department of Health and Human Services, Division of Health Care Financing and Policy (DHCFP). This is the first amendment to the revenue interlocal contract to provide administrative services necessary to operate the Medicaid County Match Program. The counties provide the non-federal share for medical and Medicaid administrative services. This amendment increases the total maximum contract amount from \$691,171.51 to \$950,261.87. This agreement is in effect until June 30, 2021. Discussion and possible action.

15.A. Medicaid Match
[22063 A-1 Humboldt Co Match Contract to Vendor.pdf](#)

****I have requested that the director of the Division of Healthcare Financing and Policy address the commission to provide an explanation for the additional funding that they claim is necessary for the county's Medicaid match program. The increase is approximately \$258,000 higher than the original agreement. In discussing this issue with Niki Linn from Human Services, the list of individuals that we support under this program in Humboldt County has not changed. In other words, we have not added any additional citizens to this program, thus the increase is NOT due to additional citizens being added to the list. Thus, it can only come from additional costs from within the program or DHCFP's internal costs to provide the services they contribute. What is disconcerting is the increased amounts are just to cover costs through June 30, 2021 (yes, just two more months). The current assessment is .08 per \$100 of assessed property taxes based on the current agreement. What is disconcerting is the increased amounts are just to cover costs through June 30, 2021 (yes, just two more months).**

16. LIBRARY REQUEST PERMISSION TO HIRE FOR LIBRARY ASSISTANT POSITION (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a request from Library Director Jessica Anderson permission to hire to fill the position of Library Assistant. This position has been open for 120-days and Director Anderson is in critical need to fill the position to return to pre-COVID-services for the public. Discussion and possible action.

16.A. Library Assistant
[Attrition Waiver-Library.pdf](#)

****Jessica came before the Board in January for a waiver. She has now waited the required 120-days and is asking to move forward to hire the position.**

17.HUMAN RESOURCES; APPROVAL OF JOB DESCRIPTION FOR EMERGENCY MANAGER POSITION (FOR POSSIBLE ACTION) - Consideration of, discussion, and possible action on a new job description for the position of Emergency Manager. This position will be responsible for planning, organizing, administering, coordinating, communicating and directing the development and implementation of a County-wide emergency planning and response program in accordance with NRS 414.090. For discussion and possible action.

17.A.Proposed Job Description for Emergency Manager Position
[20210421 Proposed Job Description for Emergency Manager.pdf](#)

****Now that we have established a plan to hire either a retired PERS person (or anyone that would be willing to work for a maximum of \$26,000 annually, we need to approve the job description.**

18.APPROVAL OF LIST OF APPRAISERS FOR CURRENT AND FUTURE APPRAISAL NEEDS (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval to adopt a resolution to accept a Humboldt County List of Appraisers of county property pursuant to Humboldt County Code 2.42.030. In addition, possible approval of an agreement between Humboldt County and John Wright & Associates. Discussion and possible action.

18.A.Resolution to accept Humboldt County List of Appraisers

18.B.Consideration, discussion and possible approval of an agreement with John Wright & Associates to perform appraisals of communication sites at Winnemucca Mountain, Rose Creek Road, and the Winnemucca Sports Complex in an amount not to exceed \$8,000. Discussion and possible action.

[Humboldt County - 3 Communication Sites.pdf](#)

[Humboldt County - Winnemucca Mountain.pdf](#)

****The Board is considering two issues here.**

First, a Resolution to adopt the appraiser list that was compiled after we sent over 350 letters to appraisers throughout northern Nevada. To date, we have only received one letter of interest to do this work. Mr. Wright has all the credentials and qualifications we had hoped for. Why we did not get more interest I do not know, except to say that appraisers are so busy right now that they have little interest in traveling 2-4 hours round trip when they have enough business within 40-miles of their home. More will come on eventually, but for now we need to move on the list so that we can take the next step, which I will explain next.

Second, we need to approve a proposal from John Wright & Associates to conduct three appraisals for three communication sites within the Winnemucca area. These appraisals will assist me in establishing fees to charge our current and future clients that are interested in using our tower sites for their communication needs. First and foremost, we need to finalize our agreement with Union Pacific for the Winnemucca Mountain tower as soon as possible to start collecting significant use fees. We also have requests from NV Energy and others to use our sites, which was part of our long-term strategy to defray the costs of the buildout and maintaining the sites going forward. Thus I am asking for the Board to approve the proposal from John Wright & Associates not to exceed \$8,000.

19.PUBLIC WORKS DEPARTMENT: WATER PERMIT RENEWAL REQUEST (FOR POSSIBLE ACTION)/GENERAL ROAD PROJECTS (FOR INFORMATION ONLY) -

A)Consideration, discussion and possible approval to renew Water Permit 77287 with the State Water Engineer, which was permitting for the purpose of providing a water source at the landfill. The well has never been drilled and this renewal would simply continue to provide an option for a well. Discussion and possible action.

****Nearly 20 years ago the Humboldt County Commission applied for water rights in the Humboldt River Basin specifically for the purpose of drilling a well on the Regional Landfill property for the express purpose of providing water for fire suppression in the case of a landfill fire. While there have been fires at the landfill, fortunately, they have been contained via water delivered by water tinders from the site, rural fire department and road department. By keeping this water right in place, it allows the ability to drill a well sometime in the future. If the Board allows this water permit to expire the chance of getting it back is slim to none since this right is within a closed basin. Yes, we might be able to buy a new right in the future but the cost would be extremely extensive. Thus, for \$242 in fees, the right is extended for two years.**

B)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.

19.A.PERMIT RENEWAL

[Landfill Well Extention.pdf](#)

[Landfill Permit Receipt 04-2021.pdf](#)

20.LETTER OF PETITION FOR MEMBERSHIP IN WNDD (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a letter requesting membership in Western Nevada Development District (WNDD). Membership in WNDD supports the county's goals to support economic development like workforce development, affordable housing efforts and general infrastructure. Discussion and possible action.

20.A.LETTER

[Humboldt county membership request letter.docx](#)

****Western Nevada Development District provided a presentation two weeks ago and the Board voted to move forward with the process of applying for membership with the district. The first step is to petition the WNDD Board for entry into the district. Approval of this letter will serve as the county's application for membership. The WNDD Board will meet in late June and vote to approve/deny membership.**

21.SET TO PUBLIC HEARING AND FIRST READING OF PROPOSED AMENDMENTS TO HUMBOLDT COUNTY CODE (THEREINAFTER "HCC") 2.44 "COUNTY PUBLIC DEFENDER'S OFFICE (FOR POSSIBLE ACTION) COUNTY PUBLIC DEFENDER'S OFFICE" - Consideration, discussion and possible action to set proposed amendments to HCC, Title 2, Chapter 2.44 entitled "County Public Defender's Office" to public hearing, file proposed amendments with County Clerk and the first reading of proposed amendments by title pursuant to NRS 2.44.100 . The Amendments to HCC 2.44, "County Public Defender's Office" are as follow: altering the responsibilities of the Public Defender to include representation of individuals in specialty court programs and removing that responsibility from the Alternate Public Defender, and by adding to the responsibilities of the Alternate Public Defender the representation of those individuals in misdemeanor proceedings,

pretrial custody status hearings, arraignments, seventy two (72) hour hearings in justice court, and other matters properly related thereto. Discussion and Possible Action.

****This is the first step in amending the current ordinance that governs the activity of the alternate public defender. In response to the requirements of new legislation governing indigent defense in Nevada, the public defender and alternate public defenders office wanted to re-organize the way the cases are handled currently, thus the need to amend this ordinance to allow this new approach to handling cases. Today is only a "set to" motion. At a later date, we will bring this back with a Public Hearing.**

22. CONSIDERATION TO MOVE COMMISSION MEETINGS TO AN EARLIER TIME (POSSIBLE ACTION) - Consideration, discussion and possible action to begin commission regular meetings at 8:30am. Discussion and possible action.

23. BUDGET REVIEW CONTINUED FROM MARCH 29-30, 2021 (FOR POSSIBLE ACTION) - Consideration, discussion and possible action regarding several key department budgets that were asked to return with possible reductions including Sheriff's Patrol and Detention, Computer Systems, Road, Regional Transportation Commission and Capital Projects Funds. Discussion and possible action.
23.A. TENTATIVE BUDGET

****As the language of the item suggests the Board asked these six budgets to return with potential reductions in projected expenditures. Since I was unable to attend the budget hearings back in March, I wanted to comment on the projected \$8.5 million shortfall that was announced by Gina. I would ask the Board to consider a few facts related to government finance and how this suggests that we could potentially reduce our ending fund balance by \$8.5 million. While it is true, that if we expended every dollar projected and only received the minimum that is projected we would, in fact, reduce the ending fund balance by \$8.5 million.**

History tells another story. As Gina will point out the data suggests that we spent (on average) only 89% of our projected expenditures annually (over the past 5-years if data we pulled). At the same time, revenues are a little harder to project and they do fluctuate from year to year. Currently, we are on an upward trend for revenues and current numbers suggest the trend will continue (no guarantees). In the end, the data shows that we have had two years in a row that we added funds to the ending fund balance despite projections that showed the opposite. This is due to being conservative (high on expenditures and low on revenues). We have also had two or three years in a row where we had higher expenditures than revenues. That is the nature of government finance.

The other thing that I will remind you is that we have a system in place that requires department heads and elected officials to bring every capital expenditure back to the Board prior to launching these expenditures even though they have been approved in the budget process. This is done so that the Board can assess the current financial situation in real time to insure revenues are tracking in line (or above) expectations. If our revenues are lacking it provides an opportunity for the Board to halt the project and expenditure so that we can avoid negative impacts to the overall budget (Ending Fund Balance).

I will also point out that we do not have the same problem that the federal government has with respect to spending every projected expenditure at the end of the fiscal year. Our teams only spend what they must. There is a reason why we under spend our projected expenditures 11% annually. Our management team does budget equipment and services that may be required in emergency situations. For the most part we never have those but it can happen and if an unforeseen event requires that we spend additional funds we have them in the budget.

There are two approaches we can take with respect to budgeting: 1) Do what we do today and have done for years that projects everything we expect as well as some additional funds and we generally underspend, which requires no additional action at the end of the fiscal year. Any unspent funds go to the ending fund balance. OR 2) we could trim the budget to the bone and it will look to the casual observer much better. The problem is for every budget that goes over it will require the Comptroller to augment budgets at the end of the year, which requires a lot of effort for her team and requires we bring each augmentation back before the Board in June of each year. In the end, I would contend that we will end up spending the same amount each year because our teams are extremely frugal and only spend what they need.

One last issue with regard to the Capital Projects that have been approved. Despite the approval, we have several projects that will not get done in one fiscal cycle. The courtroom upgrade will take two full years to complete, thus the best we can expect to spend in the first fiscal year is 50-60% of the projected number. With respect to the funding available for capital projects we have the money to cover most of the projected projects.

I guess my key point is that the \$8.5 million projected shortfall will never happen. In the 6+ years I have been here we have never come close to the projected expenditures and almost always hit the minimum projection on revenues and usually go well beyond that.

24.FUTURE AGENDA ITEMS

25.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.

26.ADJOURNMENT

27.NOTICE: - Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the state law requirement that public notice agendas be posted at physical locations within the State of Nevada is suspended. This agenda has been physically posted at the locations noted above and electronically posted at (<https://www.hcnv.us>). Pursuant to Section 3 of Directive 006, the state law requirement that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate is suspended until April 16, 2020. Pursuant to section 1 of directive 10, the March 12, 2020 Declaration of Emergency is extended to April 30, 2020 and all Directives promulgated pursuant to the Declaration of Emergency shall be in force for the duration that the Declaration of Emergency is in effect, unless specifically terminated by a subsequent order. Pursuant to directive 016, section 6, Directive 006 is extended until May 15 unless specifically terminated or extended by subsequent directives. Pursuant to Directive 018, section 23, Directive 016 and all Directives incorporated by reference within Directive 016 with specific expiration dates are extended until May 30, 2020. Pursuant to section 37 of Directive 21 states, Directive 018 and all Directives incorporated by reference within Directive 018 with specific expiration dates are extended until June 30, 2020. Pursuant to section 3 of directive 26, directive 006 is extended until July 31, 2020. Pursuant to section 4 of Directive 029, all directives promulgated pursuant to the March 12, 2020 Declaration of Emergency or subsections thereof set to expire on July 31, 2020, shall remain in effect for duration of the current state of emergency, unless terminated prior to that date by a subsequent directive or operation of law associated with

lifting the Declaration of Emergency. 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)
FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

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 the Microsoft Teams link above.

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. Pursuant to Section 5 of Directive 006, the state law requirement that physical locations be available for the public to receive supporting material for public meetings is suspended. Staff reports and supporting material for the meeting are available on the Humboldt County website at <https://www.hcnv.us/> (click on the "Government" link on the home page) and are available to the general public at the same time the materials are provided to the Board.

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 _____ A.M. By: _____
Humboldt County Library: 85 E. 5th St. at _____ A.M. By: _____
County Annex: 4th & Bridge St. at _____ A.M. By: _____
Winnemucca City Hall: 4th & Melarkey St. at _____ A.M. By: _____
Humboldt County Website: www.hcnv.us at _____ A.M. By: _____
State of Nevada Website: www.notice.nv.gov _____ A.M. By: _____

MEETING DATE: May 3, 2021 POSTED BY: _____

DATE POSTED: _____

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; or
- (3) email: program.intake@usda.gov

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