

Notice of Public Meeting  
HUMBOLDT COUNTY BOARD OF COMMISSIONERS  
Humboldt County Board of Commissioners Regular Meeting  
**Tuesday, July 05, 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**

**FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS**

**Click here to join the meeting:**  
**[JOIN](#)**

**Or by phone: +1 775-446-0241, Conference ID: 834 678 835#**

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, July 5, 2022**

STAFF REPORT  
Staff Report

**[County Commission STAFF REPORT 7-5-22.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 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), March 7, 2022, March 21, 2022; May 2, 2022; May 16, 2022; May 19, 2022 (Special); June 6, 2022 (Joint); June 6, 2022; June 20, 2022; and June 24, 2022 (Special Canvass). Discussion and possible action.

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR JUNE 20, 2022 THROUGH JULY 5, 2022 (FOR POSSIBLE ACTION)

6. BLM: FIRE SEASON AND AVIATION UPDATE (FOR INFORMATION ONLY) - BLM Interagency Fire Management Officer Donovan Walker will provide information on this year's fire season. For information only.

6.A. Staff Memo - BLM Updates

[Staff Memo - BLM Updates.pdf](#)

[2022 Winnemucca District Fine Fuel Load.pdf](#)

7. FARR WEST SURVEYING SERVICES PROPOSAL (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a proposal from Farr West Engineering to conduct a survey of the Sage Heights parcel that is jointly owned by the City of Winnemucca and Humboldt County. At a recent meeting, the Commissioners directed the County Manager to look into a survey of the property to identify a possible site for the new Buildings and Grounds facility in an amount not to exceed \$11,000. Discussion and possible action.

7.A. Staff Memo - Farr West Proposal

[Staff Memo - Farr West Survey Proposal for Sage Heights property 6-21-22.pdf](#)

[Humboldt County - Public Works Yard 06-21-2022 9-57-17 AM.pdf](#)

8.TREASURER'S OFFICE - REQUEST TO PROCEED WITH 2023 DELINQUENT TAX AUCTION (FOR POSSIBLE ACTION) - Consideration, discussion and possible authorization for the Treasurer to proceed with title searches for properties to be sold in the 2023 delinquent tax auction. Discussion and possible action.

8.A.Staff Memo - Proceed to Auction and List of Parcels

[Staff Memo - Proceed to Auction.pdf](#)

[2023 List of Parcels - Proceed to Auction.pdf](#)

9.DISTRICT ATTORNEY'S OFFICE: REQUEST TO APPROVE TO WAIVE THE ATTRITION POLICY AND REQUEST TO ENTER INTO AN AGREEMENT WITH LENSLOCK (FOR POSSIBLE ACTION), UPDATE ON RESTITUTION (INFORMATION ONLY) - Consideration, discussion and possible approval of the following:

A) To waive the attrition policy to hire for a Deputy District Attorney position due to a vacancy on July 22, 2022. Discussion and possible action.

B) Authorization for the District Attorney's Office and the IT Department to enter into an agreement with LensLock for cloud storage and management of data evidence in an amount not to exceed \$10,000. Discussion and possible action.

C) The District Attorney's office will provide an update to the Humboldt County Commissioners regarding the status of efforts to identify the owners of the fees paid for restitution over the past several years. For Information Only.

9.A.Staff Memo - DA Update

[Staff Report for Waiver of Attrition Policy - 2022-06-27.pdf](#)

[Staff Report for LensLock contract - 2022-06-27.pdf](#)

[Lenslock contract - email from Lenslock.pdf](#)

[Restitution Report 07-5-2022.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 2022 (July 1, 2021 through June 30, 2022), including an update on the American Rescue Plan Act (ARPA). Information Only.

11.ASSESSOR'S OFFICE: UPDATE ON THE 2023 STATE LEGISLATIVE SESSION (INFORMATION ONLY) - Humboldt County Assessor Andy Heiser will update the Commission on the state legislative session for the 2023 year. Information only.

11.A.Staff Memo - Assessor's update

[Staff Report - Legislative Update.pdf](#)

12.BUILDINGS & GROUNDS: REQUEST TO APPROVE PROPOSAL FROM CTA FOR PROFESSIONAL SERVICES (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a proposal from CTA, Inc to provide professional design services for the Humboldt County Detention Center shower facility located in the booking area, in an amount not to exceed \$19,700 and pending review and approval of the District Attorney's Office. Discussion and possible action.

12.A. Staff Memo - Bldgs & Grounds and CTA Contract  
[Staff Report-CTA Professional Designs and Proposal.pdf](#)

13. PLANNING DEPARTMENT: REQUEST TO APPROVE FINAL DIVISION OF LAND INTO LARGE PARCELS MAP (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of the Final Division of Land Into Large Parcels map application submitted by Desert Mountain Surveying as agent for Amato-Y, LLC and is being presented for your approval as per NRS 278.472. The site is located 1.5-miles south of Silver State Draw Road, Section 29, T38N, R36E, M.D.B. & M. in Humboldt County, Nevada. Assessor's parcel # 05-0221-25. Discussion and possible action.

13.A. Staff Memo - Parcel Map and Report  
[Staff Memo\\_LP-21-04.pdf](#)

[LP-21-04 Map and report.pdf](#)

14. PUBLIC WORKS DEPARTMENT: REQUEST TO PURCHASE MOTOR GRADER AND USED SEMI-TRACTOR TRUCK (FOR POSSIBLE ACTION) AND GENERAL ROAD PROJECTS (FOR INFORMATION ONLY) - Consideration, discussion and possible approval for the following:

A) Request to purchase a 2023 John Deere 772GP motor grader from Pape Machinery in an amount not to exceed \$326,595. For possible action.

B) Request to solicit and purchase a used semi-tractor truck in an amount not to exceed \$100,000. For possible action.

C) 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.

14.A. Staff Memo - Motor Grader  
[July 2022 Staff Report Public Works Motor Grader.pdf](#)

14.B. Staff Memo - Semi Truck  
[Staff Report Used Semi Truck 2022-2023 FY.pdf](#)

15. TECHNOLOGY SERVICES: REQUEST FOR SIGNATURE ON SITE LICENSE AGREEMENT ON WINNEMUCCA MOUNTAIN (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval requesting the Chairman or Vice-Chairman sign a Site License Agreement for Radio Communication Facility on Winnemucca Mountain between Humboldt County and KWNA Radio. Reimbursement will be paid to the County in the amount of \$600 for the purchase of antennas and for installation and testing. The Agreement also calls for KWNA Radio to pay an annual license fee in the amount of \$1,800 for the first year and \$1,854.00 for year two. The Agreement calls for a 3% increase every year following the initial year and a term of 5 years with an option to extend the license for 2 additional terms of 5 years each. Discussion and possible action.

15.A. Staff Memo - KWNA Agreement  
[Staff Report - Lic Agree - KWNA Radio.pdf](#)

[KWNA Licensing Agreement - Draft - V3-signed by KWNA.pdf](#)

16. APPROVAL OF A LAND LEASE WITH THE BLM FOR THE PUEBLO FIRE STATION (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a Recreation and

Public Purpose Lease (NVN 097660) for a five acre parcel near Denio, Nevada on Big Creek Road for the purpose of building a new fire house for the Pueblo Fire District and an area to store Humboldt County Road Department equipment. The fee for the lease is \$25. Once the building and other areas are developed the county will apply for a patent to the land, which can only be granted if the district finishes the construction as detailed in the application. Discussion and possible action.

16.A. Staff Memo - BLM Lease Agreement - Pueblo Fire Dept.

[Staff Report on Pueblo Fire Lease 7-05-22.pdf](#)

[BLM lease\\_Pueblo Fire Dept.pdf](#)

17. COUNTY MANAGER'S QUARTERLY PRIORITIES, GOALS AND EXPECTATIONS UPDATE - 2021-2022 FISCAL YEAR AND RESOLUTION AND APPROVAL OF ANNUAL COST OF LIVING ADJUSTMENT AND MERIT INCREASE FOR THE COUNTY MANAGER (FOR POSSIBLE ACTION) - 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 updated on March 21, 2022 to assess the progress under each category. As part of the consideration, the Commissioners will need to approve or deny the Cost of Living and Merit Increase for Mr. Mendiola as part of the Resolution for fiscal year 2022-2023. Discussion and possible action.

17.A. Staff Memo - CM Priorities-Goals- Expectations and COLA/Merit increases

[Staff Report - CM Priorities-Goals-Expectations 06-20-2022.pdf](#)

[PRIORITIES-Goals-Expectations-June 2022.pdf](#)

[2022 Dave Mendiola - Merit and COLA.pdf](#)

18. HUMBOLDT COUNTY MUSEUM LETTER OF SUPPORT (FOR POSSIBLE ACTION) -

Consideration, discussion and possible approval of a letter of support for the Humboldt County Museum in its efforts to acquire a parcel of land adjacent to the current Museum site from the City of Winnemucca. Discussion and possible action.

18.A. Letter

[Museum Support Letter Request 6-27-22.pdf](#)

[Staff - Museum Support Letter Request 6-27-22.pdf](#)

[Board of Commissioners Letter\\_Museum 06-27-2022\\_draft1.pdf](#)

[Museum Letter and CTA proposal.pdf](#)

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

July 11, 2022 Winnemucca Airport Board Meeting  
July 12, 2022, Winnemucca City Council Meeting  
July 14, 2022, Regional Planning Commission Meeting  
July 18, 2022 Humboldt County Commission 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.ADJOURNMENT

23.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**

**FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS**

**Click here to join the meeting:**  
[JOIN](#)

**Or by phone: +1 775-446-0241, Conference ID: 834 678 835#**

Members of the public may make a public comment at the meeting without being physically present by emailing [publiccomment@humboldtcountynv.gov](mailto: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

Humboldt County Board Of Commissioners

July 5, 2022

Page 8

**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](http://www.hcnv.us) at \_\_\_\_\_ A.M. By: \_\_\_\_\_

State of Nevada Website: [www.notice.nv.gov](http://www.notice.nv.gov) \_\_\_\_\_ A.M. By: \_\_\_\_\_

MEETING DATE: July 5, 2022 POSTED BY: MICHELLE COOK

DATE POSTED: June 29, 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](http://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](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](mailto:program.intake@usda.gov)

USDA is an equal opportunity provider, employer, and lender.