

Notice of Public Meeting  
HUMBOLDT COUNTY BOARD OF COMMISSIONERS  
Humboldt County Board of Commissioners Regular Meeting  
**Monday, October 03, 2022**  
**8:30 AM:**

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

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

**Or by phone: +1 775-446-0241, Conference ID: 406 298 81#**

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, October 3, 2022**

STAFF REPORT

Staff Report

**[COUNTY COMMISSIONERS STAFF REPORT 10-03-2022.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 20, 2021; November 8, 2021; and November 22, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), March 7, 2022, March 21, 2022; May 2, 2022; May 16, 2022; September 19, 2022 (Joint Meeting); and September 19, 2022 (Regular Meeting). Discussion and possible action.

4.A.HCCJoint091922 Minutes

[HCCJoint091922unapprovedUNOFFICIAL.pdf](#)

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR SEPTEMBER 19, 2022 THROUGH OCTOBER 3, 2022 (FOR POSSIBLE ACTION)

6. 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 2023 (July 1, 2022 through June 30, 2023), including an update on the American Rescue Plan Act (ARPA). Information Only.

7. RECORDER'S OFFICE: REQUEST TO APPROVE PROPOSAL FROM KOFILTE TECHNOLOGIES (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a proposal from Kofilte Technologies in an amount not to exceed \$15,042.42 and authority of Recorder, Debbie Engstrom to sign accepting proposal. Kofilte Technologies has discovered more pages than anticipated and needs additional funds to complete the project. The Recorder's Office is using money that is designated for technology services in the Recorder's Office pursuant to NRS 247.306. There will be no additional fiscal impact to the General Fund because of this increase. Discussion and possible action.

7.A. Recorder's Office Staff Report \_ Kofilte Technologies Proposal

[Staff Agenda Request Sept 2022.pdf](#)

[Humboldt Recorder Overage 22 Sep 2022.pdf](#)

8. PUBLIC WORKS DEPARTMENT: APPROVAL TO PURCHASE FRAC TANKS / AUTHORIZATION TO SOLICIT QUOTES TO PURCHASE A BELLY DUMP MAIN TRAILER / REQUEST TO DISPOSE OF COUNTY PROPERTY (FOR POSSIBLE ACTION) AND GENERAL ROAD PROJECTS UPDATE (FOR INFORMATION ONLY) - A) Consideration, discussion and possible approval to purchase and install two to four frac tanks in an amount not to exceed \$12,950.00 each. Discussion and possible action.

- B) A request to solicit quotes from equipment dealerships and to purchase a quality used belly dump main trailer from UsedFracTanks.com in an amount not to exceed \$60,000. Discussion and possible action.
- C) A request to dispose of Humboldt County property pursuant to NRS 332.185 by auction. Discussion and possible action.
- D) 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.

8.A.Public Works - Frac Tank, Belly Dump Purchase, Auction

[PW Frac Tank Staff Report 09202022.pdf](#)

[Staff Report Used Belly Dump Main 09212022.pdf](#)

[Staff Report Fall 2022 Auction 09272022.pdf](#)

- 9.MCDERMITT GID: REQUEST TO UPDATE WELL #3 OWNERSHIP (FOR POSSIBLE ACTION) - Consideration, discussion and possible action to update ownership of APN 03-0599-05 Water Rights for Well 3 in McDermitt Water, Permit 85266, and to authorize the Chairman or Vice-chairman and Barbara Ferguson to sign a Quit Claim Deed. This is requested by the Nevada Division of Water Resources State Engineers Office. The Permit is currently in the McDermitt Community Fund name. A Quit Claim Deed needs to be executed transferring the property and water rights from McDermitt Community Fund to Humboldt County, McDermitt GID. Discussion and possible action.

9.A.Staff Memo - McDermitt GID - Well 3 Quit Claim Deed

[Staff Report McDermitt GID Well 3 quit claim.pdf](#)

[Quitclaim water rightPermit 85266.pdf](#)

[DWR Letter Permit 85266 \(1\).pdf](#)

- 10.SHERIFF: ACCEPTANCE OF GRANT FROM THE STATE OF NEVADA DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF PUBLIC & BEHAVIORAL HEALTH (FOR POSSIBLE ACTION) - Consideration, discussion and possible acceptance of a Grant from the State of Nevada Department of Health and Human Services Division of Public & Behavioral Health in the amount of \$143,622.00 for Nurses Salary and COVID testing supplies and authority of Sheriff Mike Allen to sign documents to effectuate the grant. Discussion and possible action.

10.A.Staff Report & Grant Documents

[Staff Report - Behavioral Health Grant.pdf](#)

- 11.SHERIFF: LIQUOR BOARD - Sheriff Allen is requesting that the Humboldt County Liquor Board be convened for consideration, discussion and possible approval of the following:

- A. Special Event Liquor License on behalf of Back Burner Smoke Haus – Brian Ford for Trade or Pay Party, Orovada Community Center on November 19, 2022.

11.A.Staff Report - Liquor Board

[Staff Report Liquor Board - Backburner Smokehaus.pdf](#)

12. TECHNOLOGY SERVICES DEPARTMENT REQUEST TO WAIVE ATTRITION POLICY (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of a request to waive the attrition policy to hire a Technology Services Technician. The position will be vacant due to a staff resignation effective September 30, 2022. Discussion and possible action.

12.A. Tech Svcs Staff Report - Waive Attrition Policy

[Staff Report - Waive Attrition Policy.pdf](#)

13. APPROVAL OF LAW ENFORCEMENT CHAPTER OF THE PUBLIC LAND USE PLAN (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of the Law Enforcement Chapter of the Public Land Use Plan, which will become part of the Humboldt County Master Plan. Discussion and possible action.

13.A. Staff Memo - Law Enforcement Chapter

[Staff Agenda - Law Enforcement.pdf](#)

[PROPOSED FINAL - Law Enforcement.pdf](#)

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

October 10, 2022 Regional Airport Board Meeting

October 11, 2022 Winnemucca City Council Meeting

October 13, 2022 Regional Planning Commission Meeting

October 17, 2022 Humboldt County Commission Meeting

October 25, 2022 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, Northeastern Nevada Regional Development District (NNRDA), Humboldt County Elk Planning Steering Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

15. FUTURE AGENDA ITEMS

16. 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.

17. ADJOURNMENT

18. 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.

**Click here to join the meeting:**

[JOIN](#)

**Or by phone: +1 775-446-0241, Conference ID: 406 298 81#**

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**

**CERTIFICATE OF POSTING**

PLACES POSTED: Humboldt Co. Courthouse, 50 W. 5th St.: Rooms 201, 205, & 207 at 8:45 A.M. By: MC

MEETING DATE: October 3, 2022 POSTED BY: MICHELLE COOK

DATE POSTED: September 28, 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, 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](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)

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