



**Humboldt County Board of Commissioners**  
**Tuesday, February 22, 2022, at 8:30 a.m.**  
**Meeting Minutes**

Those present were Chairman Jim French, Commissioners Ron Cerri, Jesse Hill, and Tom Hoss, District Attorney Michael Macdonald, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero. Commissioner Ken Tipton arrived at 9:17 a.m.

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

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

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

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

**APPROVAL OF MINUTES:** Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; 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. Chairman French asked for corrections for the minutes of February 7, 2022; none offered. The following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Cerri, Hill and Hoss voting aye and Commissioner Tipton being absent:

*To approve the minutes for February 7<sup>th</sup> as presented.*

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR FEBRUARY 7, 2022 THROUGH FEBRUARY 22, 2022: The following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Cerri, Hill and Hoss voting aye and Commissioner Tipton being absent:

*To approve the expenditures for the time of February 7, 2022 through February 22, 2022.*

TREASURER: Treasurer Rhona Lecumberry appeared before the Commission.

REQUEST THAT PERSONAL PROPERTY TAXES BE DEEMED UNCOLLECTIBLE: The Treasurer is requesting that the personal property taxes for account LI 1409 (Floyd Lynch) be deemed uncollectible per NRS 361.5607, in the amount of \$291.97. The previous owner is deceased. Treasurer Lecumberry reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Cerri, Hill and Hoss voting aye and Commissioner Tipton being absent:

*That the Commission deems uncollectible for account LI 1409 property taxes owed by*

*Floyd Lynch per NRS 361.5607 on account LI 1409 in the amount of \$291.97.*

WEST COAST SALMON NEVADA UPDATE: Representatives from West Coast Salmon Nevada will provide an update on recent activities. Project Manager Ralph Runge offered an update on the status of the West Coast Salmon Nevada Project. Chairman French noted the possibility of using the Nevada Works local JOIN Office to develop staffing.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

FINANCIAL REPORT: Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2022 (July 1, 2021 through June 30, 2022), including possible impacts of the COVID-19 response in the county and an update on the American Recovery Act Funds. Comptroller Rackley reported on budget status.

Chairman French stated that the Board would wait on items 9 and 10 until Commissioner Tipton joins the meeting so the Board would move to item 12.

Chairman French recessed the Board of Humboldt County Commissioners regular meeting at 10:15 a.m. proceeding to a brief recess prior to reconvening for the audit reviews.

Chairman French called the McDermitt General Improvement District Board special meeting to order at 11:01 a.m.

2020-2021 AUDIT REPORT AND APPROVAL BY DRAKE, ROSE & ASSOCIATES FOR THE MCDERMITT GENERAL IMPROVEMENT DISTRICT: 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. Andree Rose and Tara Larson of Drake, Rose & Associates appeared before the Commission.

Chairman French asked for public comment; none offered.

Mrs. Rose reviewed the audit report for the Board. Commissioner Cerri noted that a study had been done on the rates previously and asked if rates had been increased. Manager Mendiola stated yes but it may need to be looked at again. Mrs. Rose reviewed the required correspondence for the Board. The following motion was made by Commissioner Tipton and passed unanimously:

*To accept the audit from Drake, Rose & Associates for fiscal year 2021.*

Chairman French asked for public comment; none offered.

Chairman French adjourned the special meeting of the McDermitt General Improvement District Board at 11:17 a.m.

Chairman French reconvened the Humboldt County Board of Commissioners regular meeting at 11:17 a.m.

2020-2021 AUDIT REPORT BY DRAKE, ROSE & ASSOCIATES: HUMBOLDT COUNTY AUDIT FINANCIAL REPORT: Consideration, discussion and possible approval of the Humboldt County Financial Audit for the fiscal year ending June 30, 2021. Andree Rose and Tara Larson of Drake, Rose & Associates appeared before the Commission. Mrs. Rose reviewed the Audit Report for the Commission. Mrs. Larson reviewed financial graphs for the Commission including a comparison of Ending Cash Balances with Fiduciary Amounts for the Years Ended June 30 (All Funds); Comparison of ending Fund Balance for the Years Ended June 30 (All Governmental Fund Types); Revenue by Source for the Years Ended June 30 (All Governmental Fund Types); Comparison of Revenue by Source for the Years Ended June 30 (All Governmental Fund Types); Expenditures by Function for the Year Ended June 30, 2021 (All Governmental Fund Types); Comparison of Expenditures by Function for the Years Ended June 30 (All Governmental Fund Types); Revenue by Source for the Year Ended June 30, 2021 (General Fund); Expenditures by Function for the Year Ended June 30, 2021 (General Fund); Comparison of Revenue vs Expenditures for the Years Ended June 30 (General Fund); Comparison of Ending Fund Balance for the Years Ended June 30 (General Fund); Revenue by Source for the Year Ended June 30, 2021 (Special Revenue Funds); Expenditures by Function for the Year Ended June 30, 2021 (Special Revenue Funds); Comparison of Revenues and Expenses for the Years Ended June 30 (Proprietary Funds). Mrs. Rose continued to review the Audit stating that the County conformed to all significant statutory constraints on its financial administration during the year, with the following exceptions:

02/22/2022

Page 3 of 16

1. Actual expenditures in the public safety function of the 911 Enhancement Fund exceeded appropriations by \$35,651.00 an apparent violation of NRS 354.626; and
2. The Board of Commissioners of Humboldt County did not approve all minutes of their meetings within the latter of 45 days of the meeting or their next meeting, an apparent violation of NRS 241.035.

Mrs. Rose continued stating that there are no material weaknesses reported but that two significant deficiencies were disclosed during the audit as follows:

1. Timely Remittance of Restitution Payments by the District Attorney's Office; and
2. Proper grant reporting not in place at the County.

Chairman French asked about the first significant deficiency related to restitution and asked if there are still outstanding balances which require remittance. Mrs. Rose responded on what was occurring based on her meeting with the District Attorney and the Office Manager. District Attorney Macdonald offered comment on what is occurring with reconciling the amounts owed plus what has occurred with the State taking over the restitution collections. Chairman French noted the need to deal with this and asked if the County could provide any assistance with the process. District Attorney Macdonald stated that they are working with the Comptroller but there are limitations to file access due to the information maintained by his Office. Mrs. Rose commented on what would occur going forward with this information being brought back to the Commission prior to responses being provided to the State Department of Taxation. Mrs. Rose reviewed the required correspondence to the Commission (see attached). The following motion was made by Commissioner Tipton and passed unanimously:

*To accept the audit for Humboldt County from Drake, Rose & Associates as presented.*

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

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

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. Chairman French read the title of the item set to public hearing. Mrs. Lawrence noted that the Regional Planning Commission had recommended approval on the first five items set for public hearing and that statutory notices have been accomplished for all of the hearings. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

*That RH-21-16 a zone change application be approved on behalf of David D. Selesnick*

*Trust to change Commercial zoning designation to Highway Commercial zoning designation*

*on property located at the East Winnemucca Boulevard, I-80 interchange, Assessor's Parcel Number 10-0262-01.*

*(Ordinance No. 02-22-22)*

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. Chairman French read the title of the item set to public hearing. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

*That RH-21-17 a zone change application be approved on behalf of Sawtooth RV, LLC to change the Commercial zoning designation to Open Land Use zoning designation on property located at 24770 N US Hwy 95, Orovada, Nevada, Assessor's Parcel Number 03-0421-07.*

*(Ordinance No. 02-22-22a)*

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. Chairman French read the title of the item set to public hearing. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

*That RH-21-18 a zone change application be approved on behalf of Sawtooth Properties, LLC to change Commercial zoning designation to Highway Commercial zoning designation on property located at 24810 N US Highway 95, Orovada, Nevada, Assessor's Parcel Number 03-421-16.*

*(Ordinance No. 02-22-22b)*

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. Chairman French read the title of the item set to public hearing. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Cerri and passed unanimously:

*RH-21-19 to approve the zone change application submitted by the Regional Planning Commission on behalf of the Maxl and Theresa Willis Trust to change the C, Commercial, zoning designation to CH, Highway Commercial*

*zoning designation on property located off SR 789, Golconda, Nevada, Assessor's Parcel Number 08-0402-01.*

*(Ordinance No. 02-22-22c)*

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. Chairman French read the title of the item set to public hearing. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Cerri and passed unanimously:

*RH-21-20 a zone change application submitted by the 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, Nevada, Assessor's Parcel Number 08-0611-04.*

*(Ordinance No. 02-22-22d)*

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. John H. Milton, III of Desert Mountain Surveying appeared before the Commission as agent for ARJ Properties, LLC. Chairman French read the title of the item set to public hearing. Commissioner Hoss asked about amendment requested compared to other properties in the area. Mrs. Lawrence explained that this was a Master Plan change that was needed for the next item to be done. Mr. Milton explained why the Master Plan amendment was being requested. Chairman French asked for public comment; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

*To approve MP-21-03 a 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 Commercial Master Plan designation; Subject property is located at the Rose Creek Interchange Assessor's Parcel Numbers 05-0481-01 and 05-0482-01.*

*(Ordinance No. 02-22-22e)*

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. John H. Milton, III of Desert Mountain Surveying appeared before the Commission as agent for ARJ Properties, LLC. Chairman French read the title of the item set to public hearing. Chairman French asked for public comment; none offered. Mr. Milton explained what the intent of the property owners is for the location. The following motion was made by Commissioner Cerri and passed unanimously:

*To approve RH-21-21 a zone change application submitted by Desert Mountain Surveying as agent for ARJ Properties, LLC to change the M-3 zoning designation to CH zoning designation; Subject property is located at the Rose Creek Interchange; Assessor's Parcel Numbers 05-0481-01 and 05-0482-01.*

*(Ordinance No. 02-22-22f)*

Dean Pearson of ARJ Properties, LLC appeared before the Commission at 12:05 p.m. and offered to provide more information on the proposed project. Mr. Pearson continued discussing what is being planned for the location. Discussion ensued including the plan for sewer and water systems, the number of units planned, other projects the parties have been involved in, the ability to confirm the long term versus short term plan and other potential projects planned in the area by Mr. Pearson.

CONTINUED PUBLIC HEARING RE: NUISANCE COMPLAINT: Consideration, discussion, and possible action per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, NV owned by Donn L. Sakurada; Assessor's Parcel Number 13-0541-16. 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. Complainant Mark Evatz appeared before the Commission. Donn L. Sakurada appeared before the Commission (at 10:24 a.m.) and Keaton Sakurada appeared via Teams. Building Inspector Levi Carl appeared via Teams and stated that Mr. Sakurada had indicated that he had chosen the option for the rebuild but no permits have been issued. Mr. Evatz commented that two-months have went by but no progress has been made and stated that he believes that a signed contract for demolition and the re-build is reasonable by this time. Chairman French offered comment noting what the understanding of the Board was at the last meeting and that the property owners had confirmed their understanding of what was expected of them. Mr. Evatz reiterated his belief that what is being requested is not difficult. Chairman French and Commissioner Hill both offered comment. Mr. Sakurada explained his discussion with his engineer and the status of the design. Chairman French asked about the status of the demolition of the burned structure. Mr. Sakurada stated that he does not have that information yet; he offered to communicate with Inspector Carl when that is received. Chairman French noted how long this situation has been going on. Mr. Evatz asked both Mr.

Sakurada and Inspector Carl for clarification on the demolition; he asked if it would be possible for Mr. Sakurada and Inspector Carl could reach out to Lostra Engineering about the status of the demolition. Keaton Sakurada offered comment noting the difficulty since day one in getting this lined out with contractors as this is residential rather than commercial; he stated they would continue to push at it and apologized but again noted that this has been the ongoing problem. Mr. Evatz offered comment on the time this has taken. Keaton Sakurada stated that he is not opposed to a meeting with Inspector Carl and the engineer. Inspector Carl commented that the contractor being considered is a very busy as he has other projects being handled by the Building Department which could impact the time line for this project. Manager Mendiola offered to share the name of the contractor that handles the County demolitions as perhaps they could assist. Chairman French asked if the Board would like to see this on the next agenda for review. Commissioner Hill noted the need to move forward on this and hold them to the time frame and add some accountability; he noted the lack of confirmation that contracts have been signed and suggested that if the contractors are not following through perhaps they need to be held accountable by the Commission. Mr. Evatz offered comment. Chairman French and Commissioner Tipton commented on the need for the Commission to see something in writing from the contractors. Commissioner Cerri commented on the difficulty in obtaining a contractor at this time and noted that Mr. Sakurada has done much of what has been requested. Chairman French stated he would like to see something that confirms what is going on and identified with March 7<sup>th</sup> as the drop-dead date for this. The Board offered no opposition. The following motion was made by Commissioner Tipton:

*For Humboldt County Code 8.04.010 related to the nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, Nevada owned by Donn L. Sakurada, Assessor's Parcel Number 13-0541-16 that we move this to the March 7<sup>th</sup> meeting and between now and then, Mr. Sakurada will meet with the County Manager and Levi Carl to discuss, possibly, having a contractor, that is going to be contracted to tear down some of our property, work with them to be able to clean this property up or you find another contractor that is willing to clean the property up and have something that is in writing, come back to the Board in either the form of a contract, an agreement with a contractor or a refusal to give information or contract to Mr. Sakurada by March 7<sup>th</sup>.*

Commissioner Cerri asked for clarification that he needs to show evidence not pin down an actual date. Commissioner Tipton responded. Commissioner Cerri stated that he cannot agree with a drop-dead date as he believes Mr. Sakurada may not be able to get that. Mr. Evatz offered comment on what he would expect to have Mr. Sakurada provide to this Commission and noted that his level of frustration is

growing. Chairman French concurred with Mr. Evatz's frustration and offered comment on Mr. Sakurada's appearance and efforts but that he wants to make sure the situation does not stall. Commissioner Hill asked that a drop-dead date for a contractor be in place for the next meeting; he noted his concerns with Mr. Sakurada speaking to the people the day before which is unacceptable so he would like something in place stating when this building will be demolished. Chairman French asked Commissioner Tipton if he would amend his motion to reflect Commissioner Hill's suggestion. Commissioner Tipton offered the following amended motion

*For Humboldt County Code 8.04.010 related to the nuisance complaint filed against property located at 7140 Jackson Road, Winnemucca, Nevada owned by Donn L. Sakurada, Assessor's Parcel Number 13-0541-16 that we move this to the March 7<sup>th</sup> meeting and between now and then, Mr. Sakurada will meet with the County Manager and Levi Carl to discuss, possibly, having a contractor, that is going to be contracted to tear down some of our property, work with them to be able to clean this property up or you find another contractor that is willing to clean the property up and have something that is in writing, come back to the Board in either the form of a contract, an agreement with a contractor or a refusal to give information or contract to Mr. Sakurada by March 7<sup>th</sup>; that for the March 7<sup>th</sup> date the property owner will have a contract in place with a contractor licensed with the Nevada State Contractor's Board or two refusal letters.*

Keaton Sakurada clarified for the Commission that the call yesterday was a follow-up call not the initial contact. Mr. Sakurada noted the status of the design. Commissioner Cerri again stated that he is not in favor of drop-dead date though he understands Mr. Evatz's frustration but Mr. Sakurada is trying, noting that he even traveled in bad weather to appear here; he is fine with requiring a record of contacts he has made but he has concerns with a drop-dead date; Mr. Evatz commented that the entire issue began two years ago when the house burnt so he does not believe these requests are unreasonable. Chairman French called Commissioner Tipton's amended motion to a vote and it passed with Chairman French and Commissioners Tipton, Hill and Hoss voting aye and Commissioner Cerri voting nay.

Chairman French recessed the meeting at 10:55 a.m. reconvening 11:01 a.m. Chairman French stated that the Board would return to item 9 at this time.

REQUEST TO APPROVE ATTORNEY STEVE BALKENBUSH AS TEMPORARY COUNTY EMPLOYEE:  
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. Chairman French noted that legal counsel and PERS have been consulted and are okay with this request. Commissioner Hill asked for further clarification of the need for this for Mr. Balkenbush to be vested. Chairman French explained. Manager Mendiola offered comment. Commissioner Cerri commented on what Mr. Balkenbush is doing with the ordinance which will actually exceed the eight hours but he is donating the additional time. Chairman French offered comment. The following motion was made by Commissioner Cerri and failed with Chairman French and Commissioners Cerri voting aye, Commissioners Hill and Hoss voting nay and Commissioner Tipton being absent:

*To approve hiring Stephen C. Balkenbush, Esq. for one day as a Deputy District Attorney in the District Attorney's Office at an hourly rate of \$41.06 per hour for eight hours for work performed on updating the Humboldt County nuisance ordinance, and to afford Mr. Balkenbush the opportunity to retire with a PERS pension for previous public service rendered to the State of Nevada and its corresponding political subdivisions.*

Commissioner Hoss noted language in Mr. Balkenbush's information that indicated that he could go back to school to meet the requirement and suggested that be looked at. Manager Mendiola asked that Commissioner Hoss to provide clarification on that and he will follow up.

Human Resources Director Abel del Real-Nava appeared before the Commission and discussed the work already done on the nuisance code by Mr. Balkenbush which has a cost value \$5,480.00 and the benefit of that. Chairman French noted the use of outside legal counsel on other matters in the past. Chairman French stated that further discussion would be tabled until Commissioner Tipton joins the meeting.

The Commission returned to this item at 9:38 a.m. as Commissioner Tipton had joined the meeting. Chairman French reviewed the request. Commissioner Tipton offered comment on his consideration of the situation and while he had concerns initially, he does believe Mr. Balkenbush deserves his time but he does have concerns about others out there in this situation; he stated his ultimate determination is that he does support for the request. Manager Mendiola noted the language included in Mr. Balkenbush's request that Commissioner Hoss had referred to and explained; he responded to a

question explaining what had been looked at with this request and explained why the decision had been made to use his services to review the nuisance ordinance that had been a concern of the Commission.

The following motion was made by Commissioner Cerri:

*To approve the hiring of Stephen C. Balkenbush for one day as a Deputy District Attorney in the District Attorney's Office at an hourly rate of \$41.06 per hour for eight hours for work performed on updating the Humboldt County nuisance ordinance, and to afford Mr. Balkenbush the opportunity to retire with a PERS pension for previous public service rendered to the State of Nevada and its corresponding political subdivisions*

Commissioner Hill commented on why he is not comfortable with this explaining that he is a business owner and he must follow the current laws so he would suggest that Mr. Balkenbush go and put his time in as a government employee to gain the additional time required and while it does not cost the County much, it does cost PERS and so effects everyone in this room and everyone that works for the County and because of that he is not in support of this as well as because the laws were the laws when Mr. Balkenbush was in his county position. Chairman French stated that he understands the concerns but noted that Mr. Balkenbush has paid into PERS and that this situation was anticipated by the Legislature and they put in place a plan that allowed for those in this situation to address it. Chairman French called Commissioner Cerri's motion to a vote and it passed with Chairman French and Commissioners Tipton and Cerri voting aye and Commissioners Hill and Hoss voting nay.

DETENTION CENTER: Sheriff Mike Allen and Captain Chris Liningier appeared before the Commission.

APPROVAL TO RENEW DIETICIAN AGREEMENT: 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. A copy of the proposed agreement was included on the on-line agenda for review. Sheriff Allen reviewed the request for the Commission. Commissioner Cerri asked if this is a requirement. Captain Liningier responded that he believed so and explained. Commissioner Hoss asked if the cost has changed. Captain Liningier stated that nothing has changed in the contract from the last contract. The following motion was made by Commission Hill and passed with Chairman French and Commissioners Cerri, Hill and Hoss voting aye and Commissioner Tipton being absent:

*To approve a contract between the Humboldt County Sheriff's Office, Jail and CB Nutrition Dietician Consulting Services for one year in an amount not to exceed \$5,000.00.*

Chairman French stated that the Commission would move to item 15.

WCVA: WCVA Director Kim Petersen appeared before the Commission.

02/22/2022

Page 11 of 16

REQUEST APPROVAL FOR SLURRY SEAL, CRACK FILL AND STRIPING PROPOSAL AND TO PURCHASE VACUUM TRAILER: 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. Director Petersen reviewed the request for the Commission noting that the lowest bid received was over the budgeted amount by \$19,700.00 but with the assistance of the Comptroller they were able to identify savings in their budget to cover that overage. Commissioner Cerri noted the agenda indicated that the amount requested was for \$145,000.00. District Attorney Macdonald suggested that the item be tabled as the language on the agenda is a not to exceed amount. Commissioner Hill commented on the need to do the project and how the cost will continue to rise if the project is put off. Discussion ensued as to whether a special meeting may be needed to obtain the bid at its current amount. Chairman French stated that the item would be tabled at this time.

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. Director Petersen explained that the WCVA purchased this item but if it works well a second one may be included in the upcoming budget request. Director Petersen reported on the approval by the WCVA for the funding to retrofit barn number two. Commissioner Cerri commented on the improvements at the events center in Fallon and how it will be competition for our facility.

TECHNOLOGY SERVICES: Communications/IT Director Ric Grantham appeared before the Commission.

REQUEST TO ENTER INTO CONTRACT WITH ALLIANCE DOCUMENT TECHNOLOGIES FOR PRINT DEVICES: 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. A copy of the Managed Print Solution Proposal from Alliance Document Technologies was included on the on-line agenda for review. Director Grantham and Manager Mendiola reviewed the request for the Commission. Commissioner Cerri asked who owns the printers. Director Grantham responded they were leased from Xerox. Commissioner Cerri asked about the "approximate" cost. Director Grantham and Comptroller Rackley responded. Commissioner Hill asked what prevents the number of printers from growing again. Director Grantham and Manager Mendiola responded including the need for departments to justify, for printers over \$5,000.00 to come before the Commission and the possible use of a committee to review. Reece Keener of Alliance Document Technologies appeared before the Commission via Teams and offered comment on response time, the contract length, monthly cost estimate and what impacts it

(Commissioner Tipton joined the meeting at 9:18 a.m.). Commissioner Cerri asked if the cost is included in the budget. Comptroller Rackley confirmed it was. Chairman French stated that he is in support of the request. Treasurer Lecumberry offered clarification on the toner issues mentioned during the presentation within her Office. The following motion was made by Commissioner Hill and passed unanimously:

*To approve the Technology Services Department's request to enter into a 48-month contract with Alliance Technologies for county wide print devices in an approximate amount of \$5,543.71 for the reason that it depends on how many copies are made that month which may cause the amount to be exceeded.*

REQUEST TO APPROVE SAGE GROUSE AND ENDANGERED SPECIES CHAPTERS TO THE MASTER PLAN: 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). Included on the on-line agenda for review were draft copies of the language for both plans. Chairman French, Commissioner Cerri and Manager Mendiola offered comments on this request. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

*To approve the sage grouse chapter to the Master Plan.*

After discussion the following motion was made by Commissioner Cerri and passed unanimously:

*To approve the endangered species chapter to the Master Plan.*

Chairman French recessed the meeting at 9:56 a.m. reconvening at 10:00 a.m. for the Public Hearings.

HUMBOLDT COUNTY SHOOTING PARK ENVIRONMENTAL ASSESSMENT LETTER OF SUPPORT: 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. Included on the on-line agenda was a copy of the letter from the Board regarding support for expansion and copies of letters from members of the public supporting the expansion. Manager Mendiola noted the other letters of support received from other entities and individuals. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

*To approve the letter to the Bureau of Land Management in support of the Humboldt County Shooting Park.*

REQUEST TO APPROVE LETTER REQUESTING ASSISTANCE TO UPGRADE US HIGHWAY 95 AND SERVICE ROAD 293: 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. Manager Mendiola reviewed the request for the Commission. Commissioner Hoss noted that his intent, with the discussion at the prior meeting, was to support Humboldt County so there would be no need to mention the mine or Orovada specific as the use of the road up to Idaho would carry more weight with constituents and the State. Manager Mendiola responded noting the annual meeting that had occurred with NDOT, that it has been pointed out that while efforts have been made they are not sufficient and more needs to be done, that the mine will greatly impact the road but noted that this is the Commission's letter and should contain what they want. Chairman French noted his agreement with Commissioner Hoss' comments and suggested that perhaps we should not identify just the one mine and noted other projects and businesses that will impact the road. Commissioner Hoss commented that the prior approval had resulted in the local NDOT office being angry with him as they were bypassed and he does not want to see that happen again so he would rather go with the constituents of Humboldt County. Manager Mendiola noted what had been stated at the meeting with NDOT about a better way to approach the situation would have been by going to the leadership of NDOT rather than the Governor and the legislators. Commissioner Cerri stated those comments rang deaf to his ears as we have been requesting this for years from NDOT and nothing has occurred and he does not believe, if the other letter had not been done, anything would have changed; he continued commenting on the need to include the language related to the lithium mine based on its impact on that community. Chairman French noted that the impact of the lithium mine would extend all the way up to McDermitt. Commissioner Cerri responded. Chairman French noted concurrence with Commissioner Cerri's comments about NDOT's lack of response over the years. Commissioner Tipton commented on the burden this mine will put on Orovada which is an agricultural community. Commissioner Hoss offered clarification as he does not mean that he does not want to include Orovada, just that everyone on 95 is going to be impacted but he stated his understanding of how it will impact Orovada. Commissioner Hill commented that the issue exists and the question is whether to use the mine as leverage or stay neutral and that the community needs help, mine or no mine. After discussion the following motion was made by Commissioner Cerri and passed with Chairman French and Commissioners Tipton, Cerri and Hill voting aye and Commissioner Hoss voting nay:

*To approve the letter seeking assistance from NDOT to address the hazardous conditions on US Highway 95 and SR 293.*

02/22/2022

Page 14 of 16

Chairman French noted for the record that if Commissioner Hoss does not want to approve the letter he can get with the writer and offer suggestions. Commissioner Hoss disagreed that further changes can be made as the Commission has approved the letter presented. Commissioner Hoss asked the District Attorney if he can have his name removed from the letter. District Attorney Macdonald noted that this is the action of the Board but suggested that Commissioner Hoss can prepare his own letter based on his position and he, as District Attorney, would be fine with that.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE:**

- 1) Other information and upcoming meetings: Chairman French noted the following meetings for the record - March 7, 2022 Humboldt County Commission Meeting, March 8, 2022 Winnemucca City Council Meeting, March 10, 2022 Regional Planning Commission Meeting and March 14, 2022 Regional Airport Board Meeting
- 2) Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill offered no report. Commissioner Hoss reported on a Museum Board meeting, a Central Nevada Water Authority meeting and an Airport Board meeting. Commissioner Tipton reported on a training for the Hospital and a Hospital Board meeting tonight. Commissioner Cerri reported on the meeting that had occurred with NDOT and a WCVA meeting. Chairman French reported on the Nevada Works strategic planning retreat, a State Land Use Planning Advisory Council virtual meeting, a Nevada Works Board of Directors meeting and indicated that he will be attending the interviews for the new Public Lands Manager for the Nevada Association of Counties, a Public Lands Steering Committee meeting, a NACO Board of Directors meeting and a formal Public Lands meeting.

**FUTURE AGENDA ITEMS:** Manager Mendiola identified the following future agenda items: the WCVA request for approval of the slurry seal bid award and the continued public hearing on the Sakurada nuisance along with working with Inspector Carl to get written confirmation on the demolition plan.

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

**THE COMMISSION WILL BREAK FOR LUNCH BEFORE ATTENDING THE BUDGET TRAINING:** Chairman French recessed the meeting at 1:01 p.m. reconvening at 1:27 p.m.

**BUDGET TRAINING:** 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. Mr. Kalt offered a budget workshop presentation along with Comptroller Rackley. (Commissioner Hill exited the meeting at 2:40 p.m.) A question and answer period followed the presentation. Discussion ensued

regarding the County budget process and numbers related to the budget years FY16 through FY2021. Discussion ensued regarding the take away from this presentation.

PUBLIC COMMENT: Chairman French asked for additional public comment. Commissioner Hill offered his thanks for the budget presentation via Teams. No further public comment offered.

ADJOURNMENT: Chairman French adjourned the meeting at 3:44 p.m.

ATTEST:  Clerk APPROVED:  Chairman

(Minutes approved by the Commission and signed by the Chairman on 3/07/2022)

**\*\*STAFF REPORT\*\*STAFF REPORT\*\*STAFF REPORT\*\***  
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

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

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

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.

**DATE: Monday, February 14, 2022**

**TO: County Commission**

**FROM: Rhona Lecumberry, Treasurer**

**SUBJECT: Uncollectible Personal Property – LI 1409**

**REQUESTED AGENDA DATE: 2/22/22**

**SUMMARY**

The Treasurer is requesting that the personal property taxes for account LI 1409 be deemed uncollectible per NRS 361.5607. The previous owner is deceased.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

The Treasurer is required to petition the Board for approval before deeming taxes uncollectible.

**PREVIOUS ACTION**

None

**BACKGROUND**

The previous owner of this airport hangar is deceased. The hangar has been under new ownership since 2016, but these taxes were never collected from the previous owner.

**FISCAL IMPACT**

\$291.97 in personal property taxes will not be collected.

**RECOMMENDATION**

The Treasurer recommends deeming the property taxes uncollectible for LI 1406.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Memo from Treasurer's Office

**POSSIBLE MOTION**

If the Board is so inclined, the motion may be: "Per NRS 361.5607, the personal property taxes owed by Floyd Lynch on account LI 1409 in the amount of \$291.97 are deemed uncollectible.

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.

**DATE: Monday, February 14, 2022**  
**TO: County Manager**  
**FROM: West Coast Salmon**  
**SUBJECT: Update**  
**REQUESTED AGENDA DATE: February 22, 2022**

**SUMMARY**

Ralph Runge – VP Development from West Coast Salmon Nevada will update the Commissioners on the WCSN Project. The discussion will include the Press release in the background material and a review of the new schedule.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

Follow up to the Press release.

**PREVIOUS ACTION**

N/A

**BACKGROUND**

West Coast Salmon Nevada (WCS) is a land-based salmon farming venture planned in Pershing County at the Cosgrave Exit, 10 miles west from Winnemucca. WCS seeks to build a recirculating aquaculture system (RAS) to raise up to 50,000 metric tons (MT) of Atlantic salmon with the goal of serving the U.S. West Coast market. The company plans a three-phase development project with the first phase estimated to produce 12,600 MT of head-on, gutted salmon once complete. The build-out will also include the construction of an on-site processing facility with the facility's first harvest to take place in the second half of 2024.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

N/A

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

N/A

**POSSIBLE MOTION**

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 AND 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 audit for the McDermitt General Improvement District as presented by Drake, Rose & Associates. Discussion and possible action.

Adjournment

**DATE:** Friday, February 11, 2022  
**TO:** County Commission  
**FROM:** Gina Rackley, Comptroller  
**SUBJECT:** Fiscal Year 2021 Audit Report

**REQUESTED AGENDA DATE:** February 22, 2022

**SUMMARY**

Presentation by Drake, Rose & Associates regarding the 2021 Fiscal Year Audit for McDermitt General Improvement District.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

Annual audits for each local government shall be presented to the governing board along with any recommendations.

**PREVIOUS ACTION**

The Commission previously voted to designate Drake, Rose & Associates to conduct the annual audit of the McDermitt General Improvement District.

**BACKGROUND**

Andree Rose and Tara Larson from Drake, Rose & Assoc. will present the financial report along with any findings or recommendations from their audit work of McDermitt GID financials.

**FISCAL IMPACT**

None

**RECOMMENDATION**

Approve the FY21 Comprehensive Financial Audit report .

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Drake, Rose & Associates will bring hard copies of the financial document with them for distribution to the Board. Once the Board has approved them I will make a pdf copy available on the Comptroller's web page.

**POSSIBLE MOTION**

Move to accept the Fiscal Year 2021 Audit including any findings and recommendations

9.A 2020-2021 Audit Report McDermitt GID

10.2020-2021 AUDIT: 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.

**DATE:** Friday, February 11, 2022  
**TO:** County Commission  
**FROM:** Gina Rackley, Comptroller  
**SUBJECT:** Fiscal Year 2021 Audit Report  
**REQUESTED AGENDA DATE:** February 22, 2022

**SUMMARY**

Presentation by Drake, Rose & Associates regarding the 2021 Fiscal Year Audit for Humboldt County.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

Annual audits for each local government shall be presented to the governing board along with any recommendations.

**PREVIOUS ACTION**

The Commission previously voted to designate Drake, Rose & Associates to conduct the annual audit of Humboldt County.

**BACKGROUND**

Andree Rose and Tara Larson from Drake, Rose & Assoc. will present the financial report along with any findings or recommendations from their audit work of Humboldt County financials.

**FISCAL IMPACT**

None

**RECOMMENDATION**

Approve the FY21 Comprehensive Financial Audit report .

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Drake, Rose & Associates will bring hard copies of the financial document with them for distribution to the Board. Once the Board has approved them I will make a pdf copy available on the Comptroller's web page.

**POSSIBLE MOTION**

Move to accept the Fiscal Year 2021 Audit including any findings and recommendations

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

11.10:00 A.M. PUBLIC HEARING: - A. Consideration, discussion and possible approval of the following:

**Please open links below to see the staff reports for each of these items**

- 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.  
10.A.Planning Department - Support Documents

**\*\*The only thing left to be completed as part of this Nuisance Complaint is the demolition of the house as was reported by Lostra Engineering at the Public Hearing continuance on February 7. The building inspector is attempting to get a confirmation date for this demolition, but as of this publication that has not been confirmed.**

[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

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

12. 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.

**Date:** February 11, 2022

**To:** Humboldt County Board of Commissioners

**From:** Abel del Real-Nava, Assistant County Manager/Human Resources Director

**Subject:** Staff Report for Permission to Hire Stephen C. Balkenbush, Esq. for One Day

**Summary**

The District Attorney and County Manager's Offices respectfully request to hire Stephen C. Balkenbush, Esq. for one day as a Deputy District Attorney for work performed on updating the County's nuisance ordinance. The hours spent by Mr. Balkenbush outside of the workday would be considered pro bono. The one-day hire of Mr. Balkenbush would allow for him to collect a pension through the Public Employees' Retirement System of Nevada (PERS) for public service previously performed in the Nevada Attorney General's Office and Douglas County, Nevada District Attorney's Office.

**Why this is being brought before the Board now:**

Mr. Balkenbush has been assisting the District Attorney's Office and County Managers Office on work related to updating the County's nuisance ordinance and has delivered a proposed ordinance to the mentioned offices for review that is based on the current needs of the County. Mr. Balkenbush has been the legal counsel for POOL/PACT for the last 10+ years as a partner in his law firm.

**Previous Action**

The Board directed the County Manager's Office to work with the District Attorney's Office to update the County's nuisance ordinance following continuous hearings on nuisances that have yet to be resolved.

**Background**

In December 2021, Mr. Balkenbush reached out to the County Manager Dave Mendiola to notify him that he would be retiring from the law offices of Thorndal Armstrong Delk Balkenbush & Eisinger. During the conversation, Mr. Balkenbush asked if the County had a need for temporary assistance for any legal matters that he could help with as a temporary employee. The reason being that he needed just one day more of public service with a PERS member organization to be eligible to retire through the system following previous public service performed for the Nevada Attorney General's Office and Douglas County, Nevada District Attorney's Office. Our office reached out to Gina S. Rackley, Comptroller to verify the retirement eligibility request. Gina

notified us via e-mail on December 7, 2021 that PERS, "...informed that in fact that is true that Mr. Balkenbush would only have to work a minimum of one day and would then be eligible to receive a PERS pension. Steve was first enrolled in PERS prior to 1989 which at that time the vesting period was 10 years. He worked 7.9 years when he left public service. By working at least one day then that would allow him to collect pension under the 5 year vesting period that we have today..." Mr. Balkenbush has worked on updating our ordinance and forwarded a proposed update to the ordinance on February 11, 2022, for review to me and Wendy Maddox, Deputy District Attorney. I believe the Board will be pleased with the work Mr. Balkenbush has for the County as it addresses the main concerns expressed with the current nuisance ordinance. The opportunity for a mutually beneficial arrangement is created by hiring Mr. Balkenbush for one day for the performance of this work, which has exceeded the traditional eight-hour workday, and results in savings to Humboldt County taxpayers.

#### Fiscal Impact

One day salary compensation for Deputy District Attorney position 1

;

- Salary \$328.48
- Employer Paid PERS Contribution \$97.72
- Employer Paid Medicare \$4.76
- Workers' Compensation Expense \$13.43
- Insurance Stipend \$0.00
- Approximate Total \$444.39

#### Recommendation

Staff recommends hiring Mr. Balkenbush for one day for his assistance in updating the County's nuisance code.

#### List of Supporting Documents (If Applicable)

- Letter from Stephen C. Balkenbush, Esq. dated December 30, 2021, with subject PERS Retirement

1 Eight hours at \$41.06 per hour. Hourly rate corresponds to the low end of the Deputy District Attorney position salary range.

#### Possible Motion

I move to approve hiring Stephen C. Balkenbush, Esq. for one day as a Deputy District Attorney in The District Attorney's Office at an hourly rate of \$41.06 per hour for eight hours for work performed on updating the Humboldt County's nuisance ordinance, and to afford Mr. Balkenbush the opportunity to retire with a PERS pension for previous public service rendered to the State of Nevada its corresponding political subdivisions

12.A.Balkenbush - PERS

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

[Human Resources - Staff Report - Balkenbush.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.

DATE: Wednesday, February 9, 2022

TO: County Commission

FROM: Captain Chris Lininger

**SUBJECT: Dietician Contract**  
**REQUESTED AGENDA DATE: February 22, 2022**

**SUMMARY**

This contract is for the Detention Center Dietician for inmate meal planning. The Dietician ensures that all Humboldt County Detention Center menus meet the recommended dietary allowances/intakes (RDA/RDI) as published by the National Academy of Sciences. The Dietician ensures that all Humboldt County Detention Center special and religious diets are made equivalent to the regular diets in terms of nutritional adequacy, palatability and to the degree possible, variety. The Dietician works with the detention center cook to prepare properly balanced calorie meal and special needed diets for the inmates.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

The contract has expired and is up for renewal. The contract will run from date signed for one year.

**PREVIOUS ACTION**

Has been approved in the past years.

**BACKGROUND**

This contract is for the Detention Center Dietician for inmate meal planning. The Dietician ensures that all Humboldt County Detention Center menus meet the recommended dietary allowances/intakes (RDA/RDI) as published by the National Academy of Sciences. The Dietician ensures that all Humboldt County Detention Center special and religious diets are made equivalent to the regular diets in terms of nutritional adequacy, palatability and to the degree possible, variety The Dietician works with the detention center cook to prepare properly balanced calorie meal and special needed diets for the inmates.

**FISCAL IMPACT Page 2 of 2**

\$100.00 per hour of work not to exceed \$5,000.00 in one year.

**RECOMMENDATION**

Approve contract with CB Nutrition Dietician Consulting Services.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Attached Contract

**POSSIBLE MOTION**

Approve Contract with CB Nutrition for Dietician Consulting Services

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

[AGREEMENT-Dietician Consulting Services 2022.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.

**DATE: Thursday, February 10, 2022**

**TO:** County Commission  
**FROM:** Kim Petersen, Director,  
**SUBJECT:** Request for approval of Events Complex Parking Lots Slurry Seal, Crack Fill and Striping Proposals

**REQUESTED AGENDA DATE:** 02/22/2022

#### **SUMMARY**

In an effort to protect the County's investment by maintaining the asphalt parking lots on the Winnemucca Events Complex (WEC) the Ag. District #3 Board requested proposals from contractors to slurry seal, crack fill and stripe three lots totaling over 412,350 square feet. The Ag. District #3 Board is requesting the Humboldt County Commission to accept the lowest bidder and approval to proceed with the project.

#### **WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

County Policy required proposals for capital purchases to be approved by the County Commission.

#### **PREVIOUS ACTION**

The Ag. District #3 Board included the cost estimate to slurry seal, crack fill, and re-stripe all three parking lots located on the WEC in its FY 2021/2022 budget. The County Commission approved this project in the amount of \$145,000 during the budget process.

#### **BACKGROUND**

In conjunction with the Humboldt County Public Works Department, the Ag. District #3 Board had originally included funds in their FY 2019/2020 budget to slurry seal and stripe all three asphalt parking lots on the Winnemucca Events Complex. The project was approved in the final FY 2019/2020 budget; however, the project was eventually put on hold by the Humboldt County Commissioners.

Since then the lots have continued to deteriorate, the cracks have expanded, and the parking stripes are virtually non-existent. The lack of striping has created safety and serious logistic issues during major events. Additionally, by not addressing and resealing the asphalt, its useful life is rapidly being diminished. As custodians of the WEC, the Ag. District #3 Board felt strongly that the care and maintenance of the parking lots was a high priority and should not be delayed any longer. As a result, they included funding in the FY 2021/2022 budget to slurry seal/crack fill and re-stripe all the parking lots.

Per the county policy, the Ag. District #3 Board posted and solicited bids to perform the work. Bids were received from Intermountain Slurry Seal (\$231,307) and Sierra Nevada Construction (\$164,007). As we only estimated \$145,000 in our budget, the lowest bid of \$164,007 puts the project \$19,007 over budget. No one back in March 2021 could have predicted the huge increase in oil costs and the overall cost of doing business.

Fortunately, with assistance from Gina Rackley, the restroom/shower facility project, also in the Ag. District #3 Board's FY 2021/2022 capital projects budget in the amount of \$275,000, has been approved to be funded by ARPA grant funds. Therefore, the \$19,007 needed to cover the overage for the slurry seal project can be transferred from those now available funds

#### **FISCAL IMPACT**

The Winnemucca Events Complex functions on its own funds. The total impact on Department 070 would be the original budgeted amount of \$145,000 plus the transfer of \$19,007 from the permanent restroom/shower facility project for an amount totaling \$164,007.

#### **RECOMMENDATION**

To support the Ag. District #3 recommendation to approve the proposal submitted by Sierra Nevada Construction, Inc., to slurry seal, crack fill, and stripe all three lots on the WEC in the amount of \$164,007.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

**Attachments:**

1. Proposals from Sierra Nevada Construction and Intermountain Slurry Seal
2. Events Complex Map

**POSSIBLE MOTION**

Make a motion to accept Agricultural District #3 's recommendation to accept the proposal from Sierra Nevada Construction in the amount of \$164,007 to slurry seal, crack fill, and stripe all three parking lots on the Winnemucca Events Complex

- 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.

**DATE:** Thursday, February 10, 2022

**TO:** County Commission

**FROM:** Kim Petersen, Director, Winnemucca Events Complex

**SUBJECT:** Request for approval of the purchase of vacuum trailer for Winnemucca Events Complex.

**REQUESTED AGENDA DATE:** February 22, 2022

**SUMMARY**

The Ag. District #3 Board is requesting approval to transfer funds from the amount set aside for an existing FY 2021/22 capital budget item to be used to purchase a piece of horse stall cleaning equipment that will resolve a substantial ongoing logistics problem. Using this equipment will increase productivity, reduce staffing needs and reduce overall costs while increasing revenue.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

The Ag. District #3 board just became aware of this solution to resolve our need to expedite the changeover of events on the Events Complex. We are expediting this request so that the equipment can be purchased and operational prior to the start of the facility's busy season.

**PREVIOUS ACTION**

The Humboldt County Commission approved the Ag. District #3 Board's FY 2021/22 budget which included funds for the construction of a restroom/shower facility on the WEC in the amount of \$275,000. Through assistance from Gina Rackley, the restroom/shower facility received ARPA Grant Funds in the amount of \$275,000 thereby freeing up Ag. District #3 funds.

**BACKGROUND**

As a result of the improvements made over the years on the Winnemucca Events Complex by the Ag. District #3 Board, and the support from the Humboldt County Commission, staff has been successful in increasing the number, size, and duration of events held on the facilities. This success does not come without growing pains. One of our biggest obstacles and challenges is cleaning horse stalls following each horse-related event. With an average of 250-300 stalls per event, with some events using 800-1000 stalls, a sizeable workforce is required to have the stalls and surrounding areas clean and ready for the next event which usually starts in two to three

days. This is all over and above the staffing requirements necessary to clean buildings, restrooms, remove trash and prepare up to five arenas. Again, all within two to three days. We all know how difficult it has been to find people that want to work. Many times, we have asked for 10 laborers and maybe get two, often one of those laborers leaves for lunch and never returns. Staffing is a conversation that always comes up when discussing events with our counterparts at other similar facilities. You can imagine how excited we were when during a discussion with Reno Livestock Event Center staff we learned about a piece of equipment that would dramatically reduce the time and labor required to clean stalls and remove the debris. After visiting with other like facilities utilizing the Buddy Trailer, they are reporting that they can clean stalls in half the time required in the past. In our case, using the buddy Trailer would also mean that we only have to handle the stall contents one time. Currently, to clean a stall, the contents have to be scooped out of the stall into wheelbarrows, sometimes requiring three or more loads, then the wheelbarrows are hauled to the outside of the building and dumped in a pile. Once the contents are piled up, another person comes by with the skid steer and loads the pile into a dump truck. The dump truck then hauls the contents to the back of the Event Center where it is stockpiled. With the Buddy Trailer, the contents of the stalls are vacuumed up into an 8' x 5' x 14' dump trailer. Once in the trailer, the trailer is taken to the backside of the Event Center where it is dumped and stockpiled. This process totally eliminates the labor and equipment to move the contents with the wheelbarrows and load the contents into the dump truck with the skid steer. I am told that the trailer will hold the contents from 40-45 stalls before having to be dumped. The Ag. District #3 Board is requesting the approval to transfer the funds from the restroom/shower facility project in the amount of \$45,373 to use to purchase the unbudgeted Buddy Trailer. Due to the special nature of this product, we have not been able to identify any similar equipment comparable to the Buddy Trailer, therefore we are unable to get additional quotes.

#### **FISCAL IMPACT**

The Winnemucca Events Complex functions on its own fund. The total impact on Department 070 would be transferring the \$45,373 from one capital budget project to the purchase of the Buddy Trailer.

#### **RECOMMENDATION**

To approve the Ag. District #3 's request to transfer funds from the restroom/shower project to purchase the Buddy Trailer in the amount of \$45,373.

#### **LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Buddy Trailer Quote

Pictures of Buddy Trailer

See informational videos at <https://www.buddytrailers.com/meet-buddy>

#### **POSSIBLE MOTION**

Make a motion to accept Agricultural District #3 recommendation to transfer funds from the restroom/shower facility project in the amount of \$45,373 to purchase a Buddy Trailer, per the attached quote.

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.

**DATE:** Thursday, February 10, 2022  
**TO:** County Commission  
**FROM:** Ric Grantham, Director-Technology Services Department  
**SUBJECT:** Approval to Enter into Contract With Alliance Document Technologies for Print Devices

**REQUESTED AGENDA DATE:** February 22, 2022

**SUMMARY**

The Technology Services Department is seeking 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 and provide an efficient solution that will ease labor input burdens on the Technology Services Department.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

For approval to enter into a 48-month contract with Alliance Document Technologies for county wide print devices in an approximate amount of \$5,543.71 per month.

**PREVIOUS ACTION**

None

**BACKGROUND**

The 36-month contract, on desktop devices, the County previously entered into with Alliance Document Technologies expired in June of 2020 and the renewal efforts have been hindered by Covid. There are also many expired large device leases that are requiring more service and these replacements were held off in anticipation of a fleet wide replacement. The expired print management contract and leases were extensively utilized by the County, resulting in a savings to the County versus each County Department purchasing their own print devices and obtaining separate print services/maintenance and supplies from various vendors/sources. County wide department needs were surveyed and evaluated by the Technology Services Department and reviewed in conjunction with meter readings from all devices. As a result, it is being proposed that some departments will experience recommended consolidations to eliminate excess and underutilized devices. As of May 2021, 123 print devices of various makes and models were identified throughout the county, of those, 93 devices were on the expired contract and those devices are being proposed to be reduced to 40. The reduced number of devices will also consist of a reduced number of different device models. This reduction in devices and models will significantly increase the efficiency of the Technology Services Team members as they currently spend a significant amount of time addressing print device issues and will also allow the county to keep stores on hand of toner cartridges and commonly replaced parts resulting in better overall printing efficiency county wide by reducing the amount of down time due to waiting on parts and supplies.

Also, a third-party provider of service on county devices, predominantly desktop devices, was discontinued due to that provider struggling to close calls in a timely fashion, the contract with Alliance Document Technologies will keep this from happening in the future.

The main focus of this project is to deliver cost savings and provide an efficient solution that will ease labor burdens on the Technology Services Department.

**FISCAL IMPACT**

The fiscal impact of entering into this contract with Alliance Document Technologies will be an approximate savings to the county of approximately \$2,161.16 per month/\$25,933.92 annually. Historically, these expenditures have been paid by the respective county departments.

#### RECOMMENDATION

It is recommended that the Technology Services Department's request to enter into a 48-month contract with Alliance Document Technologies for county wide print devices in an approximate amount of \$5,543.71 per month.

#### LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Managed Print Solution Proposal from Alliance Document Technologies, Supporting Information FollowUp dated February 1, 2022 and Humboldt County Supplies and Break-Fix History Report from 2017 to 2021. Also take note that Reece Keener, the Alliance Document Technologies Account Manager will be present at this Commissioner meeting to make this presentation and answer questions.

#### POSSIBLE MOTION

Motion to approve the Technology Services Department's request, as presented, to enter into a 48-month contract with Alliance Document Technologies for county wide print devices in an approximate amount of \$5,543.71 per month

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.

DATE: Friday, February 11, 2022

TO: County Commission

FROM: County Manager

SUBJECT: Sage Grouse and Endangered Species Chapters to the County Master Plan

REQUESTED AGENDA DATE: February 22, 2022

#### SUMMARY

Humboldt County has developed land management policies that enable federal land management agencies to better understand and respond to the concerns and needs of the county in a collaborative process. These policies include addressing regulations that could possible affect how the county uses resources within its boundaries. Federal regulations include Sage-grouse conservation efforts and Endangered Species Acts, which have been addressed in the submitted chapters with this memo.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

These chapters are ready for approval and to be included in the County's Master Plan.

**PREVIOUS ACTION**

The Commission has approved similar chapters such as Rangeland Management and Wildlife Management policies.

**BACKGROUND**

The County continues to update the Master Plan as state and federal laws change. These chapters will be included in the current Master Plan and will assist the County in determining future actions regarding Sage-grouse and Endangered Species.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

To approve the Sage-grouse and Endangered Species Chapters of the County's Master Plan.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Draft Sage-grouse and Endangered Species Chapters

**POSSIBLE MOTION**

Motion to approve the Sage-grouse and Endangered Species Chapters of the County's Master Plan

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.

**DATE:** Friday, February 11, 2022

**TO:** County Commission

**FROM:** County Manager

**SUBJECT:** BLM EA Letter of Support to Expand the Humboldt County Shooting Park

**REQUESTED AGENDA DATE:** February 22, 2022

**SUMMARY**

Efforts to expand the Humboldt County Shooting Park have been in the works for ten years as a way to increase safety and to offer additional services to residents and visitors.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

The Humboldt River Field Office opened a 30-day public comment period for a Preliminary Environmental Assessment for the expansion of the Humboldt County Shooting Range. The comment period closes February 22, 2022.

#### PREVIOUS ACTION

A previous letter of support was submitted to the BLM and approved at the July 6, 2021 Commission meeting.

#### BACKGROUND

The Shooting Park has been providing important safety training for young and old alike for over twenty years. This expansion will be a significant benefit to our residents and visitors to the park in the form of an additional 1000-yard rifle range and will provide a buffer between the park and other public lands. The park will be expanded by approximately 240 additional acre.

#### FISCAL IMPACT

N/A

#### RECOMMENDATION

To approve the letter of support for the Humboldt County Shooting Park.

#### LIST SUPPORTING DOCUMENTS IF APPLICABLE:

February 22, 2022 Letter of Support

July 6, 2021 Letter of Support

Additional Letters in Support of the ExpansionPage 2 of 2

#### POSSIBLE MOTION

Motion to approve the letter of support for the BLM EA related to the expansion of the Humboldt County Shooting Park

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.

**DATE:** Friday, February 11, 2022

**TO:** County Commission

**FROM:** County Manager

**SUBJECT:** Letter to support to address safety issues related to US Highway 95 and SR 293

**REQUESTED AGENDA DATE:** February 22, 2022

#### SUMMARY

At the request of the Board, a letter requesting assistance from the Nevada Department of Transportation (NDOT) to address safety issues for travelers on US Highway 95 and Service Road 293.

**WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:**

The proposed Lithium Nevada Thacker Pass Mine project will begin construction in the near future. As a consequence, there will be an increase in traffic on US 95 and SR 293. The current conditions of these two roads pose a danger to public safety and need to be addressed by NDOT. This letter is a request for assistance from this agency.

**PREVIOUS ACTION**

The Commission approved to be included as a signatory on a letter presented by the Thacker Pass Working Group, Concerned Citizens Group of Orovada, and Lithium Nevada in their efforts to seek assistance from NDOT. The letter was signed by Chairman Jim French.

**BACKGROUND**

The proposed Lithium Nevada Thacker Pass Lithium Mine is expected to begin construction in 2022. As a result of the significant impact this mine will have on the County and the communities of Orovada and Kings River, residents have been working to address their concerns regarding the increase in traffic and the hazardous road conditions. US Highway 95 and SR293 are a two-lane highways with few passing lanes and turning lanes to accommodate traffic flow. This presents a dangerous environment for all travelers along these roads.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

To approve the letter seeking assistance from NDOT to address the hazardous conditions on US Highway 95 and SR 293.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Letter of Support

**POSSIBLE MOTION**

Motion to approve letter seeking assistance from NDOT to address the hazardous conditions on US Highway 95 and SR 293

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 draft1.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 with provide a detailed training regarding government finance for the Board of Commissioners, the County Manager, and the Comptroller. Information only.

**\*\*This will be a training specifically for the County Commissioners by Mr. Kalt, a veteran financial specialist for Churchill County and currently with POOL/PACT. The goal is to provide more details into the budgeting process for the Commissioners.**

## 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)

## FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

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

Or by phone: +1 775-446-0241, Conference ID:

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 \_\_\_\_\_ 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](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: February 22, 2022 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](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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**DRAKE ROSE & ASSOCIATES, LLC**  
**CERTIFIED PUBLIC ACCOUNTANTS**

January 29, 2022

To the Honorable Board of the McDermitt  
General Improvement District

We have audited the financial statements of the McDermitt General Improvement District as of and for the year ended June 30, 2021, and have issued our report thereon dated January 29, 2022. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated November 24, 2021, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the McDermitt General Improvement District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, and other matters noted during our audit within the financial audit of the City of Winnemucca on page 22 and 23, *the Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* and within the Schedule of Findings and Responses, page 24 and 25.

## **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence. Internal review procedures have been conducted to ensure that the risks related to management participation and familiarity threats related to our assistance with drafting the District's financial statements have been reduced to an acceptable level.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the McDermitt General Improvement District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2021. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimate affecting the financial statements is depreciation.

Management's estimate of depreciation of property and equipment is based on estimated useful lives as set by industry standards. We evaluated the key factors and assumptions used to develop the useful lives and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the McDermitt General Improvement District's financial statements relate to Capital Assets.

### **Identified or Suspected Fraud**

We did not identify or obtain information that indicates fraud may have occurred.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management related to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or application opinion units.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the McDermitt General Improvement District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the letter dated January 29, 2022.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the McDermitt General Improvement District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the McDermitt General Improvement District's auditors.

This report is intended solely for the information and use of the Board of McDermitt General Improvement District and management of McDermitt General Improvement District and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

*Blake Row : Associates, LLC*



**DRAKE ROSE & ASSOCIATES, LLC**  
CERTIFIED PUBLIC ACCOUNTANTS

January 28, 2022

To the Honorable Board of County Commissioners  
of Humboldt County, Nevada

We have audited the financial statements of Humboldt County as of and for the year ended June 30, 2021, and have issued our report thereon dated January 28, 2022. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated June 28, 2021, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Humboldt County solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, and other matters noted during our audit within the financial audit of Humboldt County on page 150 and 151, *the Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* and within the Schedule of Findings and Questioned Costs, page 158 - 160.

## **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence. Internal review procedures have been conducted to ensure that the risks related to management participation and familiarity threats related to our assistance with drafting the County's financial statements to ensure that the risks have been reduced to an acceptable level.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Humboldt County is included in Note 1 to the financial statements. As described in Note 15 to the financial statements, during the year, the County changed its method of accounting for fiduciary activities by adopting Governmental Accounting Standards Board (GASB) Statement No. 84, Fiduciary Activities. Accordingly, the cumulative effect of the accounting change as of the beginning of the year has been reported in the Statement of Changes in Fiduciary Net Position. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are depreciation; other postemployment benefits and related deferred inflows and outflows; and pension liability and related deferred inflows and outflows.

Management's estimate of depreciation of property and equipment is based on estimated useful lives as set by industry standards. We evaluated the key factors and assumptions used to develop the useful lives and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimates of other postemployment benefits (OPEB) and related deferred inflows and outflows are based on information calculated by an actuary. We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimates of pension liability and related deferred inflows and outflows are based on information calculated by an actuary. We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Humboldt County's financial statements relate to OPEB and Pension liabilities and related deferred inflows and outflows.

### **Identified or Suspected Fraud**

We did not identify or obtain information that indicates fraud may have occurred.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. The attached schedule summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Humboldt County's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management that are included in the management representation letter dated January 28, 2022.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with Humboldt County, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Humboldt County's auditors.

### **Noncompliance with Laws and Regulations, Violations of Contract Provisions or Grant Agreements**

We have identified the following matters involving noncompliance with laws and regulations, violations of contract provisions or grant agreements that came to our attention during the course of the audit. See Note 2 to the financial statements for a description of apparent NRS violations.

This report is intended solely for the information and use of the Board of County Commissioners and management of Humboldt County and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

*Blake Rose : Associates, LLC*

Client: **Humboldt County**  
 Engagement: **Humboldt County**  
 Period Ending: **6/30/2021**  
 Workpaper: **Passed Journal Entries Report**

| <u>Account</u>   | <u>Description</u>       | <u>W/P Ref</u> | <u>Debit</u>            | <u>Credit</u>           |
|--|--------------------------|----------------|-------------------------|-------------------------|
| <b>Passed Journal Entries JE # 15</b>                            |                          | <b>5001.1</b>  |                         |                         |
| Medicare tax not recorded on accrued paid time off.              |                          |                |                         |                         |
| 100-001-51106-000  | MEDICARE                 |                | 11,748.91               |                         |
| 201-000-51106-000  | MEDICARE                 |                | 60.60                   |                         |
| 202-000-51106-000  | MEDICARE                 |                | 1,239.59                |                         |
| 203-000-51106-000  | MEDICARE                 |                | 260.81                  |                         |
| 205-034-51106-000  | MEDICARE                 |                | 1,660.69                |                         |
| 207-000-51106-000  | MEDICARE                 |                | 514.27                  |                         |
| 208-000-20103-000  | ACCRUED SALARY & BENEFIT |                | 90.86                   |                         |
| 212-000-51106-000  | MEDICARE                 |                | 600.53                  |                         |
| 100-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 11,748.91               |
| 201-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 60.60                   |
| 202-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 1,239.59                |
| 203-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 260.81                  |
| 205-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 1,660.69                |
| 207-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 514.27                  |
| 208-000-51106-000  | MEDICARE                 |                |                         | 90.86                   |
| 212-000-20103-000  | ACCRUED SALARY & BENEFIT |                |                         | 600.53                  |
| <b>Total</b>   |                          |                | <b><u>16,176.26</u></b> | <b><u>16,176.26</u></b> |
| <b>Passed Journal Entries JE # 43</b>                            |                          | <b>7139</b>    |                         |                         |
| Shooting Range Grant revenue and exp should be for<br>FYE 2020Pa |                          |                |                         |                         |
| 100-000-32210-000  | GRANTS                   |                | 16,878.75               |                         |
| 100-080-52542-000  | NDOW GRANT               |                |                         | 16,878.75               |
| <b>Total</b>   |                          |                | <b><u>16,878.75</u></b> | <b><u>16,878.75</u></b> |