



**Humboldt County Board of Commissioners
Winnemucca City Council
Joint Meeting
Monday, September 19, 2022, at 8:00 a.m.
Meeting Minutes**

Those present were Chairman Jim French, Commissioners Ken Tipton, Jesse Hill and Tom Hoss, Deputy District Attorney Wendy Maddox, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero. Commissioner Ron Cerri was not in attendance.

Those present on behalf of the Winnemucca City Council were Mayor Rich Stone, Councilmembers Jim Billingsley, Theresa Mavity, Vince Mendiola and Pam Coats, City Manager Alicia Heiser and City Clerk Ruth Fitzpatrick. Councilmember Mike Owens was not in attendance. City Attorney O. Kent Maher was not in attendance.

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.

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

PLEDGE OF ALLEGIANCE: All in attendance recited the Pledge of Allegiance.

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

PRESENTATION AND POSSIBLE APPROVAL OF TWO AGREEMENTS FROM VECTOR DISEASE CONTROL INTERNATIONAL TO PROVIDE MOSQUITO AND BLACK FLY MITIGATION SERVICES: Consideration, discussion and possible approval of two proposals from Vector Disease Control International (VDCI) to provide a Mosquito and Black Fly Mitigation Program for the City of Winnemucca and Humboldt County in an amount not to exceed \$386,075 annually, pending review by the District Attorney's Office. The first agreement is the base plan for the Mitigation Program, which includes a section on aerial applications on an "as needed" basis. The second agreement is the details of the aerial application program, if needed. The City and County advertised a Request for Proposals (RFP) and VDCI was the only bid received. Included on the on-line agenda was a copy of the proposal from VDCI A Rentokil Company, a copy of a proposed contract for integrated mosquito and blackfly control services between VDCI and the County of Humboldt and City of Winnemucca, a proposed contract for aerial mosquito control services adulticide & larvicide between VDCI and the County of Humboldt and City of Winnemucca and a letter of reference from the Payette County Abatement District for VDCI. Jay Sandridge and Jason Williams of VDCI appeared before the Commission. Mr. Sandridge gave a company overview and commented on the benefit of the current program in place. Chairman French asked about aerial versus aquatic. Mr. Williams responded. Chairman French asked about using local providers. Mr. Sandridge confirmed they would be doing that and have already been in contact with the local contractor. Chairman French asked if someone would be on site.

Mr. Williams responded that there would be a dedicated person here. Commissioner Hill commented on the “not to exceed amount”, for the purpose of transparency, noting that the flights add additional cost to that amount. Mr. Sandridge explained the purpose of the two contacts as aerial applications may or may not be needed so this separates the costs in the event aerial treatment is not required. Discussion ensued regarding how flights are determined and how the costs are assessed based on concern on the not to exceed amount noted. Mayor Stone offered comment on the benefits of the program that has been in the community for all of these years and the need for this program for quality of life. Commissioner Hill noted the importance of having someone in the community as he did not see anything obligating that in the contract so he would like to see that in the contract. Mr. Sandridge stated that could be added to the contract. Mayor Stone commented on the benefit of the public education component. Mr. Williams concurred and explained how that program is managed. Discussion ensued regarding VDCI’s intent to use the current facilities and employees. Manager Mendiola stated that he had reached out to current customers of VDCI and received positive reviews from them. Commissioner Hill commented on the need to do the motion to the full level including the flight amounts. Chairman French asked Deputy District Attorney Maddox if the amount could be changed based on the agenda language. Deputy District Attorney Maddox responded that she had no problem legally with the not to exceed amount being increased and explained. Mayor Stone and Manager Heiser discussed the City’s motion. The following motion was made by Commissioner Hill and passed with Chairman French and Commissioners Tipton, Hill and Hoss voting aye and Commissioner Cerri being absent:

To approve the proposal from Vector Disease Control International to provide mosquito and black fly mitigation for the City and County in the amount for the base program of \$386,075.00 annually, this is pending a review from the DA’s Office and to approve a second agreement for the aerial applications in the amount of \$108,561.50 which is in line with the recommendation in the contract of two larva flights and two adulticide flights.

Councilmember Mendiola offered a motion to echo Commissioner Hill’s motion which was called to a vote by Mayor Stone and carried.

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

ADJOURNMENT: Chairman French adjourned the meeting at 8:26 a.m. Mayor Stone adjourned city portion at 8:26 a.m.

ATTEST:  Clerk APPROVED:  Vice Chairman

(Minutes approved by the Commission and signed by the Chairman on 10/03/2022)

Notice of Public Meeting
CITY OF WINNEMUCCA CITY COUNCIL AND HUMBOLDT COUNTY COMMISSION JOINT MEETING
Humboldt County Board of Commissioners & City of Winnemucca City Council Joint Meeting
Monday, September 19, 2022
8:00 AM:

50 West Fifth Street, Room #201, Commission Meeting Room, Winnemucca, Nevada 89445

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

Or by phone: +1 775-446-0241, Conference ID: 316 881 234#

All times on this agenda are approximate. Consideration of items may require more or less time than is scheduled. Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on the agenda; however, no action may be taken on Matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. All public comment may be limited to three (3) minutes per person, at the discretion of the Commission.

Agenda - Monday, September 19, 2022

STAFF REPORT

Staff Report

[Winnemucca City Council -HuCo Joint Meeting -Mosquito STAFF REPORT.pdf](#)

1.CALL TO ORDER

2.PLEDGE OF ALLEGIANCE

3.PUBLIC COMMENT - General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.

4. PRESENTATION AND POSSIBLE APPROVAL OF TWO AGREEMENTS FROM VECTOR DISEASE CONTROL INTERNATIONAL TO PROVIDE MOSQUITO AND BLACK FLY MITIGATION SERVICES (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of proposals from Vector Disease Control International (VDCI) to provide a Mosquito and Black Fly Mitigation Program for the City of Winnemucca and Humboldt County in an amount not to exceed \$386,075 annually, pending review by the District Attorneys office. The first agreement is the base plan for the Mitigation Program, which includes a section on aerial applications on an "as needed" basis. The second agreement is the details of the aerial application program, if needed. The City and County advertised a Request for Proposals (RFP) and VDCI was the only bid received. Discussion and possible action.

4.A. Staff Memo - VDCI Proposal and References

[Staff Memo - VDCI Mosquito Proposal.pdf](#)

[Humboldt County - City of Winnemucca Proposal 26.2022.pdf](#)

[VDCI - Intergrated Mosquito and Blackfly Control - Contract.pdf](#)

[VDCI - Aerial - Adulticiding and Larviciding Contract\[1511\].pdf](#)

[Payette County Reference Vector Disease Control International \(VDCI\).pdf](#)

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ADJOURNMENT

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Staff reports and supporting material posted for the meeting are available on the Humboldt County website at <https://www.hcnv.us/> (click on the "Government" link on the home page) if that information was available when the agenda was posted. If the supporting material/ staff report is not included in the agenda packet, it is available to the general public at the same time the

materials are provided to the Board. The administrative assistant at the county manager's office located at 50 West 5th Street, Winnemucca Nevada, telephone number 775-623-6300 is the designated person from whom a member of the public may request the supporting material for this meeting and the County Administrator's office is the location where the supporting material is available to the public.

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

CERTIFICATE OF POSTING

PLACES POSTED: Humboldt Co. Courthouse, 50 W. 5th St.: Rooms 201, 205, & 207 at 8:30 A.M. By: MC

MEETING DATE: September 19, 2022 POSTED BY: MICHELLE COOK

DATE POSTED: September 20, 2022

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

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

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

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

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

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

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****STAFF REPORT**STAFF REPORT**STAFF REPORT****

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Agenda - Monday, September 19, 2022

1. CALL TO ORDER

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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. PRESENTATION AND POSSIBLE APPROVAL OF TWO AGREEMENTS FROM VECTOR DISEASE CONTROL INTERNATIONAL TO PROVIDE MOSQUITO AND BLACK FLY MITIGATION SERVICES (FOR POSSIBLE ACTION) - Consideration, discussion and possible approval of to proposals from Vector Disease Control International (VDCI) to provide a Mosquito and Black Fly Mitigation Program for the City of Winnemucca and Humboldt County in an amount not to exceed \$386,075 annually, pending review by the District Attorney's office. The first agreement is the base plan for the Mitigation Program, which includes a section on aerial applications on an "as needed" basis. The second agreement is the details of the aerial application program, if needed. The City and County advertised a Request for Proposals (RFP) and VDCI was the only bid received. Discussion and possible action.

DATE: Tuesday, September 13, 2022
TO: County Commission
FROM: County Manager
SUBJECT: Agreements from Vector Disease Control International

REQUESTED AGENDA DATE: September 19, 2022

SUMMARY

Robin Gray, Seven Valleys, LLC, began working with the county and city over 20-years ago and it has been an unbridled success. Robin announced her plans to retire at the end of the 2022 season and thus, there has been an effort to find solutions to fill that void. The County Manager's Office in cooperation with the City of Winnemucca put out a Request For Proposal (RFP) to receive potential interested individuals or companies to submit a proposal. The County and the City received no proposals by the deadline; however, Vector Disease Control International (VDCI) did indicate they would like to put together a proposal and the deadline was extended. VDCI submitted the only proposal for mosquito and black fly mitigation.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

Robin Gray has announced her plans to retire. Thus, the City and County began looking for her replacement.

COUNTY PRIORITY/GOAL SUPPORTED BY THIS ITEM

Humboldt County and the City of Winnemucca embarked on a program to abate these issues many years ago and Robin's customized approach to keeping these insects under control is very detailed and specialized. The County Commission has made it very clear that the county must find a solution to ensure that we continue this project for the good of the citizens and quality of life.

PREVIOUS ACTION

Seven Valleys, LLC has been approved by the county and city for over twenty years to handle insect abatement.

BACKGROUND

In late summer 2022, following Robin's announcement, City Manager/Engineer Alicia Heiser and County Manager Dave Mendiola began discussions around what to replace the services provided by Seven Valleys. We have discussed:

- 1) Finding another third-party contractor (like Seven Valleys) to continue the program and use the county resources that Seven Valleys utilizes today. Robin reports that her seasonal employees are available to continue to assist in that work.
- 2) Create a City/County position (possibly under the Public Works Director or maybe a separate department completely). This individual would be employed and paid for by the city/county (much like we did with Jan Morrison). This individual would be able to utilize the seasonal employees and equipment that are part of the current program.
- 3) Create a Mosquito Abatement District that would derive revenue from property tax assessments. That District would have its own Board and would direct at least a Director (to be employed by the District) to run the operation. Under this scenario it would be possible to utilize the seasonal employees potentially. (This is the approach that Churchill County has used for many years). That district in Churchill County is also a weed district and currently has two full-time employees and up to four seasonal employees.

Alicia and I agreed that we would do some research on potential RFPs that have been released by other government agencies (city or county) around the country and draft an RFP. This RFP was

finalized and advertised in suitable publications, including local papers and the American Mosquito Control Association's job board. The ad ran for eight weeks with no response from the ads.

Northwest Mosquito and Vector Control Association suggested the County Manager's Office contact VDCI, which was done. VDCI then submitted a proposal and was the only proposal received.

FISCAL IMPACT

Historical data shows the following:

HISTORICAL DATA:

| County Total Expenditures | City Total Expenditures | Combined Totals |
|---------------------------|-------------------------|---------------------|
| 2021 \$115,526.58 | \$49,905.56 | \$165,432.14 |
| 2020 \$170,637.22 | \$74,275.35 | \$244,912.57 |
| 2019 \$206,156.65 | \$108,723.64 | \$314,880.29 |

VDCI's annual program cost is in an amount not to exceed **\$386,075**.

RECOMMENDATION

Staff recommends approval of the VDCI mosquito and black fly mitigation base agreement which covers the overall program and a second agreement that includes the details of aerial applications, should they be needed. The base agreement is an annual amount not to exceed \$386,075. The "Aerial" agreement is based on a per application cost, thus there is no "not to exceed tied to that agreement.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

VDCI proposal Base Agreement
Aerial Spraying Agreement (If Necessary)

POSSIBLE MOTION

Motion to approve the Vector Disease Control International mosquito and black fly mitigation base agreement in an annual amount not to exceed \$386,075 annually.

Motion to approve a second agreement with VDCI for aerial applications on an "as needed" basis.

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VIRTUAL AND IN PERSON
Commission Meeting Room is Open

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

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

MEETING DATE: September 19, 2022 POSTED BY: _____

DATE POSTED: _____

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Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7422; or
- (3) email: program.intake@usda.gov

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