



**Humboldt County Board of Commissioners**  
**Monday, June 20, 2022, at 8:33 a.m.**  
**Meeting Minutes**

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

CALL TO ORDER: Vice-Chairman Tipton called the regular meeting to order in a special place of meeting at the City Council Chambers, City Hall, 90 W 4<sup>th</sup> St., 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: Vice-Chairman Tipton 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 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 7, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; December 13, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), March 7, 2022, March 21, 2022, May 2, 2022, May 16, 2022, May 19, 2022 (Special), June 6, 2022 (Joint); and June 6, 2022. No minutes submitted for consideration.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR JUNE 6, 2022 THROUGH JUNE 20, 2022: The  
06/20/2022

following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve expenditures for June 6, 2022 through June 20, 2022.*

APPOINTMENT OF DORLA LATHAM AND BRONWYN SCHOFIELD TO THE BOARD OF TRUSTEES OF THE GOLCONDA WATER DISTRICT BOARD: Consideration, discussion and possible approval to appoint Dorla Latham to the Golconda Water District Board Seat B to serve the remaining four (4) year term ending January 6, 2025, and Bronwyn Schofield to the Golconda Water District Board Seat C to serve the remaining four (4) year term ending January 1, 2023. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To appoint Dorla Latham to the Golconda Water District Board Seat B to serve the remaining four-year term ending January 6, 2025 and Browyn Schofield to the Golconda Water District Board Seat C to serve the remaining four-year term ending January 1, 2023.*

LIBRARY: REQUEST TO REAPPOINT RICK MCCOMB AND INTENT TO SEEK LETTERS OF INTEREST TO FILL VACANT TRUSTEE SEAT: Consideration, discussion and possible approval of the following:

To reappoint Rick McComb to the Humboldt County Library Board to serve a second term ending June 30, 2026. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To reappoint Rick McComb to the Library Board to serve a second term ending June 30, 2026.*

The Commission was notified that Trustee Lesley Haas would not be seeking re-appointment as she is moving from the area and the intent to seek letters of interest to fill the vacant Trustee seat.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission via Teams.

BUDGET AUGMENTATIONS FOR THE 2021-2022 FISCAL YEAR: Consideration, discussion, and possible approval of resolutions to augment the fiscal year 2021-2022 budgets of the General Fund in the amount of \$303,000; Indigent Services Fund in the amount of \$7,530; and Assessor Technology Fund in the amount of \$70,000. Comptroller Rackley explained the process for the augmentations. After discussion the following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the Resolutions to augment the funds for Humboldt County for Fiscal Year 2022 as presented.*

*(Resolution Nos. 06-20-22/06-20-22a/06-20-22b)*

BUDGET APPROPRIATIONS TRANSFER FOR THE 2021-2022 FISCAL YEAR: Consideration, discussion, and possible approval of transferring appropriations for the fiscal year 2021-2022 between functions in the

Indoor Events Center Fund in the amount of \$30,000 from Miscellaneous Capital to Temporary Employees and \$5,000 from Miscellaneous Capital to Salaries; and transferring appropriations in the Star City Water Fund in the amount of \$19,000 from Salaries and \$5,000 from Group Insurance to Service and Supplies. Comptroller Rackley explained the process related to the Events Center Fund portion. After discussion the following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve a transfer of \$30,000.00 from 212-073-55000-000 Miscellaneous Capital to 212-073-51002 Temporary Employees and a transfer of \$5,000.00 from 212-073-55000-000 Miscellaneous Capital to 202-073-51001 Salaries.*

After discussion the following motion was made by Commissioner Hill:

*To transfer \$19,000.00 from Salaries and \$5,000.00 from Group Insurance to the Star City Fund Service and Supplies.*

Commissioner Hoss asked Comptroller Rackley if this Fund needs to be looked at. Comptroller Rackley responded that the process is working okay and explained that this transfer is due to this being a new Fund and the need to acquire history to judge the appropriate funding for the year. Director Kalkoske noted the loss of a pump in well two which is what put the Fund over in expenditures. Vice-Chairman Tipton called Commissioner Hill's motion to a vote and it passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent.

ADOPTION OF NEVADA 95-80 RURAL DEVELOPMENT AUTHORITY BUDGET: Consideration, discussion and possible adoption of a fiscal year 2022 budget for Nevada 95-80 Rural Development Authority Fund. Comptroller Rackley reviewed the request for the Commission. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To adopt a budget for the Fiscal year of 2022 for the Nevada 95-80 Rural Development Authority Budget.*

RESOLUTION FOR COMMITTED FUND BALANCES: Consideration, discussion and possible approval of a Resolution to adopt Humboldt County's committed Fund Balances for Indigent Services Fund, Road Fund, Cooperative Extension Fund, Regional Transportation Fund, 6th Judicial District Fund, Library Fund, 6th Judicial District Specialty Court Fund, Administrative Assessment Fund, Bad Check Restitution Fund, Indigent Medical Fund, Winnemucca Events Center Complex Fund, Genetic Marker Testing Fund, Assessor's Technology Fund, 911 Enhancement Fund, Justice Court Administrative Assessment Court Facilities Fund, Library Memorial Fund, Humboldt Fire District Fund, Capital Projects Fund, Building Reserve Fund, Stabilization Fund, Compensated Absences Fund and Unemployment Fund. The

Governmental Accounting Standards Board (GASB) has issued its Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, for the purpose of committing ending fund balances. With approval, the Humboldt County Board of Commissioners wishes to comply with GASB 54 as required beginning with the June 30, 2011 fiscal year. Chairman Tipton read the title of the item including all Funds involved. Comptroller Rackley reviewed the request for the Commission. Commissioner Hoss asked about the status of the report from the District Attorney's Office as to the Restitution Fund. Deputy District Attorney Maddox noted that the item was not on the agenda so it could not be discussed. Commissioner Hoss asked when the item would be on an agenda for a report. Manager Mendiola responded that it would be on the July 5<sup>th</sup> agenda as they had until June 30<sup>th</sup> to address the matter. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve a resolution adopting the Humboldt County's Committed Fund Balances for all the previous Funds as read into the record by the Chair.*

*(Resolution No. 06-20-22c)*

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 an update on the American Rescue Plan Act (ARPA). Comptroller Rackley reviewed what had been received with the ARPA funds and commented on the status of the ARPA projects.

COUNTY MANAGER'S QUARTERLY PRIORITIES, GOALS AND EXPECTATIONS UPDATE - 2021-2022 FISCAL YEAR: Consideration, discussion and possible action as established in the employment agreement between Humboldt County and County Manager Dave Mendiola to review the priorities, goals and expectations that were updated on March 21, 2022 to assess the progress under each category. As part of the consideration, the Commissioners will need to approve or deny the Cost of Living and Merit Increase for Mr. Mendiola as part of the Resolution approving performance-based increases for all appointed officials for fiscal year 2022-2023. Vice-Chairman Tipton stated that this item would be tabled to the July 5<sup>th</sup> meeting to allow the participation of Chairman French.

RESOLUTION AND APPROVAL OF ANNUAL COST OF LIVING ADJUSTMENT AND MERIT INCREASE FOR APPOINTED OFFICIALS: Consideration, discussion, and possible approval of a Cost of Living Adjustment and Merit increase for Fiscal Year 2022-2023, should they be approved by the Board of Commissioners to appointed officials later this year. Vice-Chairman Tipton noted his support for this item. Commissioner Hill asked if the matter should be tabled to allow for evaluation of the County Manager. Vice-Chairman

Tipton suggested that the Board proceed on the rest of the positions in the Resolution but agreed that they could wait on the County Manager's portion if needed; he asked Comptroller Rackley if that would create an impact. Comptroller Rackley responded. Commissioner Hoss asked how the COLA and Merit would impact PERS and such. Comptroller Rackley responded. Commissioner Cerri stated that he was okay with this as it was part of the negotiations. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*That we approve a Cost of Living and Merit increase for Fiscal Year 2022-2023 for all appointed officials except for the County Manager as his will be considered after his review and consideration of the goals and expectations.*

*(Resolution No. 06-20-22d)*

SET TO PUBLIC HEARING:

NUISANCE COMPLAINT: Consideration, discussion, and possible approval to Set to Public Hearing for a future date to be determined by the County Clerk per Humboldt County Code (HCC) 8.04 a nuisance complaint filed against property located at 30 East 5th Street, Golconda, NV, Assessor's Parcel Number 08-0291-08 and owned by Roberta Lynn Sparks. Vice-Chairman Tipton read the title of the item to be set to public hearing. The following motion was made by Commissioner Cerri:

*To set to Public Hearing an alleged nuisance located at 30 East 5<sup>th</sup> Street, Golconda, Nevada, Assessor's Parcel Number 08-0291-08 on property owned by Robert Lynn Sparks as set forth in Humboldt County Code 8.04.040 at a time to be determined by the County Clerk.*

Elizabeth Smith, the resident at 30 E. 5<sup>th</sup> Street, appeared before the Commission and commented on what had been removed from the property area which addressed the visibility issue for traffic. Manager Mendiola indicated that this information could be provided at the public hearing. Deputy District Attorney Maddox explained the time-frame for hearing this matter. Commissioner Hill explained the process to Ms. Smith and stated his appreciation for what she had already addressed. Vice-Chairman Tipton called Commissioner Cerri's motion to a vote and it passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent.

Vice-Chairman Tipton stated the Board would proceed to item 18 as the next items on the agenda are time specific.

9:30 A.M. ACCEPTANCE OF RENEWAL PROPOSAL FROM NEVADA PUBLIC AGENCY INSURANCE POOL: Consideration, discussion, and possible approval of the renewal proposal from the Nevada Public Agency Insurance Pool and approval for payment from FY22-23 funds in an amount not to exceed \$623,458.12.

Marianne Dente and Scott Rottman with A and H Insurance and Stephen Romero with the Nevada Public Agency Insurance Pool appeared before the Commission. Ms. Dente offered comments on the proposal as presented noting the prior appearance for the pre-renewal review. Mr. Romero reviewed the services provided by the Pool/Pact program. Alan Kalt, Chief Financial Officer with Pool/Pact, offered comment on the services provided by the Pool and offered a shout out to Manager Mendiola, Comptroller Rackley and Assistant County Manager/Human Resources Director del Real-Nava for their work. Discussion ensued regarding strategies to improve participation in the e-learning program offered by the Pool. Ms. Dente continued reviewing the services offered. Mr. Romero reviewed the earthquake and flood coverage. Discussion ensued regarding the coverage for the property that potentially has lead contamination from the Trap Club and why it is a separate policy and not included in the group policy due to it being pre-existing. Commissioner Cerri asked about coverage for the Improvement Districts and such. Mr. Romero responded that those are covered as sub-entities under the County and explained how that impacted the county's coverage. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the renewal proposal from the Nevada Public Agency Insurance Pool and for payment from 2022-2023 funds an amount not to exceed \$623,458.12.*

Manager Mendiola commented on his appreciation for this group

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

10:03 A.M. PUBLIC HEARING: ZONE CHANGE REQUESTS SUBMITTED BY THE REGIONAL PLANNING COMMISSION: Consideration, discussion and possible approval of the following:

RH-22-07 - A zone change request submitted by Regional Planning Commission on behalf of the McDermitt Fire Protection District to rezone property from C (Commercial) district to P-F (Public Facilities) district, located at 175 US Hwy 95 McDermitt, NV. Assessor's parcel # 03-0599-04. Included on the on-line agenda for review was a copy of the Planning Department Staff Report with a recommendation from the Regional Planning Commission for approval including a copy of the application with map attached. Vice-Chairman Tipton read the title of the item set to public hearing. Vice-Chairman Tipton asked for public comment; none offered. The following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To grant a zone change request as presented to rezone property from C, Commercial district to P-F, Public Facilities, district, located at 175 US Highway McDermitt, Nevada, Assessor's Parcel Number 03-0599-04.*

*(Ordinance No. 06-20-22)*

RH-22-08 - A zone change request submitted by Regional Planning Commission on behalf of the Stor-All, LLC to rezone property from C (Commercial) zoning district to GC (General Commercial), located at 3395 T Quarter Circle Road; assessor's parcel #10-0091-13. Included on the on-line agenda for review was a copy of the Planning Department Staff Report with a recommendation from the Regional Planning Commission for approval including a copy of the application with map attached. Vice-Chairman Tipton read the title of the item set to public hearing. Vice-Chairman Tipton asked for public comment; none offered. The following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To grant a zone change request for RH-22-08.*

*(Ordinance No. 06-20-22a)*

RH-22-09 - A zone change request submitted by Regional Planning Commission on behalf of the Pat Sciobior to rezone property from C (Commercial) zoning district to NC-R (Neighborhood Commercial/Rural District) zoning district, located at 3905 W Winnemucca Boulevard; assessor's parcel #10-0091-15. Included on the on-line agenda for review was a copy of the Planning Department Staff Report with a recommendation from the Regional Planning Commission for approval including a copy of the application with map attached. Vice-Chairman Tipton read the title of the item set to public hearing. Vice-Chairman Tipton asked for public comment; none offered. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the zone change for RH-22-09.*

*(Ordinance No. 06-20-22b)*

RH-22-10 - A zone change request submitted by Regional Planning Commission on behalf of the Pat Sciobior to rezone property from C (Commercial) zoning district to GC (General Commercial) zoning district, located off W Winnemucca Boulevard; assessor's parcel #10-0091-14. Included on the on-line agenda for review was a copy of the Planning Department Staff Report with a recommendation from the Regional Planning Commission for approval including a copy of the application with map attached. Vice-Chairman Tipton read the title of the item set to public hearing. Vice-Chairman Tipton asked for public comment; none offered. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve a zone change request for RH-22-10.*

*(Ordinance No. 06-20-22c)*

Vice-Chairman Tipton stated that the Commission would now proceed to item 21 on the agenda.

EMERGENCY MANAGER: Carol Lynn, Emergency Services Manager, appeared before the Commission  
REQUEST TO APPROVE AN APPLE DEVELOPER ACCOUNT: Consideration, discussion and possible approval to authorize Emergency Manager Carol Lynn to open and sign for an Apple Developer Account in an amount not to exceed \$99.00, pending review and approval of the District Attorney's Office. Manager Lynn reviewed the request for the Commission. Commissioner Hoss inquired as to which phone services this would apply to. Manager Lynn responded. Commissioner Hill asked what exactly the app does. Manager Lynn responded. Commissioner Cerri inquired as to the cost being waived and Manager Lynn confirmed that is the procedure for government agencies. The following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the request to establish the Apple Developer Account and for the Emergency Manager to sign the required documents.*

PUBLIC WORKS DEPARTMENT: Public Works Director Don Kalkoske appeared before the Commission via Teams.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Don Kalkoske to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Kalkoske reported that the dust control program has been going for the last couple of weeks and so he has been using the outlying crews for the process but that, this week they will begin getting back to their normal duties; he also reported that work had been done on Soldier Meadows Road. Commissioner Cerri asked about weed spraying. Director Kalkoske responded and noted the plan to begin mowing as well.

SHERIFF'S OFFICE: Sheriff Mike Allen appeared before the Commission via Teams.

REQUEST TO WAIVE THE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the vacant position of a Central Control Operator. Sheriff Allen spoke in support of the request. After discussion the following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the Sheriff's request for a waiver of the attritional policy for Central Control Operator position that became available on June 1, 2022.*

Vice-Chairman Tipton stated that the Commission would proceed to item 22 on the agenda.

TECHNOLOGY SERVICES PROJECTS UPDATE: Technology Services Director Ric Grantham will provide the

Commission with updates regarding department projects. Director Grantham reported on 62 projects, completed 22, tickets addressed, IT hardware delivery slow, alternate access to NSHEA internet at no cost; discussion ensued regarding this access. Director Grantham reported on the status of the Public Safety Project including the site in McDermitt, Phase 2 of the project, the receipt of radios for the north and the status of the filters; he continued explaining his plan for the buildings. Discussion ensued regarding the plan for Harney Electric at the site. Director Grantham noted that the design for the Thermo Bond building for the McDermitt site had been received. Discussion ensued regarding the ability to access the area. Director Grantham reported on the status for the licensing on the Winnemucca Mountain site; the efforts to get permission to transmit the Salt Lake TV channels; the recent outage related to KOLO out of Reno; statistics related to TV outages and noted that the TV District is a translator district and explained. Director Grantham commented on working with the Planning Department to address the Code related to sign heights and their impact on microwave links; discussion ensued. Commissioner Cerri questioned what percent of the public safety upgrade is done. Director Grantham responded that a little over one-third is done and offered comment on the current impacts to the project. Commissioner Hoss asked about what happened to the computers on Friday. Director Grantham explained. Commissioner Hoss asked that notice be given if there is going to be a disruption especially before a Commission meeting as it impacts the ability to view the agenda information. Discussion ensued. Commissioner Cerri stated his appreciation for the update.

Vice-Chairman Tipton called for a recess at 10:36 a.m. reconvening at 10:41 a.m.

Vice-Chairman Tipton stated that the Board would be proceeding to item 28 on the agenda.

ASSESSOR'S OFFICE: Assessor Andy Heiser appeared before the Commission.

NOTICE FOR EMPLOYEE OUT-OF-STATE TRAINING: Per 9.2.5 'Out of State Travel' of the Personnel Policy Manual of Humboldt County, two employees will be taking IAAO Course 101 Fundamentals of Real Property Appraisal. Humboldt County Assessor Andy Heiser will provide information regarding two employees traveling out of state for training. The course cost \$525 each employee plus travel and rooms fees and is within the Assessor's Office budget for the 22-23 fiscal year. Assessor Heiser reviewed the information for the Commission.

HUMAN RESOURCES: Human Resources Director Abel del Real-Nava appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration and possible approval of the following:

Request to waive the attrition policy for one or two Building Inspector I, II, III position(s) following receipt of two voluntary resignations from the incumbents effective July 8, 2022 and September 2, 2022. Director del Real-Nava reviewed the request for the Commission. Commissioner Cerri commented on the prior

discussion regarding the need for an enforcement position for code and nuisance and questioned if a whole new position would need to be created to include the enforcement duties. Director del Real-Nava responded explaining what is being looked at to include discussion with the City to align the codes. Commissioner Cerri questioned whether the building inspector duties could be hired out as it makes more sense to develop this new position so any applicant knows what duties may be added. Director del Real-Nava responded explaining what language could be included in the job description to reflect future changes to the duties of the position. Discussion ensued with Deputy District Attorney Maddox about what would need to occur. Manager Mendiola offered comment as to his belief that it is important to fill the position due to the need to learn a lot quickly and as to why both positions should be included. Assessor Andy Heiser commented on the new system being implemented and stated his support for someone being hired to train with Karen. Commissioner Hoss noted his concern with hiring but then having the job change so he would like to see the job description process be complete. Director del Real-Nava noted the time issues with the other duties. Manager Mendiola commented on what needs to occur including the impact of joining with the City and the importance of filling the positions and the options available. Commissioner Hoss commented on the status of nuisance complaints and how they are not being addressed. Commissioner Hill commented on including code enforcement language in all job descriptions and he agreed that we have been hit with a perfect storm with both Levi and Karen leaving so the positions need to be filled; he stated that he is in favor of opening with simple language that includes code enforcement duties; he stated his concern that with the approval of two inspectors that we are creating another position. Manager Mendiola stated no that the positions are in the budget and the goal is to hire one from each category or if, no building official is found, then to hire two inspectors. Director del Real-Nava stated they would make it work where there is only two hired. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To hire for a building inspector, one, two or three position following the voluntary resignations of the incumbents, that would be two positions, allowing the hiring of a one, two or three.*

Request to waive the attrition policy to open recruitment to fill the vacant Building Official position following receipt of a voluntary resignation from the Building & Safety Department's senior staff member effective September 2, 2022: The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To waive the attrition policy and open recruitment to fill the vacant Building Official position.*

Vice-Chairman Tipton stated that the Board would proceed to item 16 on the agenda.

APPOINTMENT OF MAUREEN MCQUILLAN TO THE POSITION OF ALTERNATE PUBLIC DEFENDER: Consideration, discussion and possible approval to appoint Maureen McQuillan as the new Alternate Public Defender effective July 25, 2022 with an annual salary not to exceed \$106,000.00 annually. Ms. McQuillan previous served as the Alternate Public Defender for Humboldt County from April 10, 2017 to August 21, 2020. Director del Real-Nava reviewed the request for the Commission noting that the position is coming in lower than the prior person but is a bit higher than the base salary due to her experience. Manager Mendiola offered comment on the requirements of the Indigent Defense program related to salaries for public defenders. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent: *To approve the appointment of Maureen McQuillan as the new Alternate Public Defender effective July 25, 2022 with an annual salary not to exceed \$106,000.00.*

OUT OF STATE TRAVEL FOR TRAINING: Presentation by Abel del Real-Nava, Assistant County Manager/Human Resources Director on scheduled out of state travel to Austin, Texas from June 25, 2022 to June 30, 2022 to attend a labor relations course and the National Public Employer Labor Relations Association (NPELRA) Annual Conference. Director del Real Nava provided information on his out-of-state travel to San Antonio, Texas noting that he had received the risk management grant from Pool/Pact to off-set the costs. Commissioner Hoss noted his concern with doing this at this time given that he is swamped and what had been noted previously about not having the time; that with the current positions open he believes this is a poor time to do this though it is a great idea but just a poor time to do it. Director del Real-Nava noted his prior requests for an additional position and his intent to bring the request back before the Commission at the next meeting; he also noted his efforts to work remotely when away from the office and that, while he does have a lot on his plate, it is important to attend these sort of conferences and that he is very selective about which ones he does attend. Commissioner Cerri asked if he could attend at another time. Director del Real-Nava noted the grant that had been awarded to off-set the costs and explained what could occur if it wasn't used. Commissioner Cerri noted that this is a one-man office and so there is never a perfect time to go and, as it is not costing the county a great deal and training is important to the county, he would be in favor of the travel. Director del Real-Nava explained how he would cover his duties while being absent. Commissioner Hill stated that while he agrees with Commissioner Hoss that it is probably not the best time to be away he also believes that this opportunity will pay dividends in the future so with the Pool/Pact contribution he is also in favor of the training. Commissioner Hoss commented on the Pool/Pact grant and his continued concerns with being out of the office at this time.

ECONOMIC DEVELOPMENT:

APPROVAL OF THE EPA BROWNFIELDS COOPERATIVE AGREEMENT: Consideration, discussion and possible approval of an EPA Brownfields Cooperative Agreement and Work Plan as part of receiving the EPA Brownfields Community Assessment Grant. The agreement is pending the District Attorney's review and approval. Manager Mendiola reviewed the request for the Board noting that this is the work plan and the cooperative agreement will be brought before the Board at a later date. Michelle Hammond Allen, Economic Development Officer, offered comment on the grant and noted its usage in other communities. After discussion the following motion was made by Commissioner Cerri:

*To approve the EPA Brownfields Cooperative Agreement pending review and approval of the Humboldt County District Attorney's Office.*

Deputy District Attorney Maddox asked for clarification as it is not the cooperative agreement which is being approved today but just the work plan which is attached to the cooperative agreement.

The following amended motion was offered by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the EPA Brownfields work plan.*

BUILDINGS & GROUNDS:

REQUEST TO REPLACE BURNED-OUT COMPRESSOR: Consideration, discussion and possible approval to contract A-1 Commercial Service Company, Inc. for the emergency replacement of a burned-out compressor at the Humboldt County Courthouse, in an amount not to exceed \$26,313. Mitch Mauk with the Buildings & Grounds Department reviewed the request for the Commission. Discussion ensued regarding which compressor this is, that a claim will be filed with insurance, that the work has been done, the budget impact and the need to look at the HVAC systems. The following motion was made by Commissioner Hill and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve a contract with A-1 Commercial Service Company, Inc. for the emergency replacement of a burned-out compressor at the Humboldt County Courthouse in an amount not to exceed \$26,313.00.*

UPDATE THE BOARD ON COUNTY RENTAL PROPERTY LOCATED AT 543 MELARKEY: Buildings and Grounds will provide an update on a project that came up during public comment at the Commissioners' meeting on Monday, June 6, 2022, regarding a county owned property located at 543 Melarkey Street in Winnemucca. This property has been a rental for the county for many years and there are significant renovations/upgrades to basic services that need to be completed for it to continue as a rental. Manager Mendiola explained that Buildings & Grounds personnel visited the location and identified issues and so

reached out to Mike Sheppard and asked for an appraisal of the situation to obtain a complete assessment of what is involved. Mitch Mauk with Buildings & Grounds provided photos to the Board for their review noting the delay in the inspection due to the requirement for notice to the renter and commented on electrical issues which will not pass inspection, a mold condition in basement which would need a mold mediator; he continued stating that he does not deem it livable due to the mold situation, the subfloor issue due to rotting, that sheet rock is collapsing from ceiling which indicates roof leak, that the bathroom would need to be completely gutted to bring it back to a livable condition. Commissioner Hoss asked if Mr. Mauk had ever done any work on any county rentals. Mr. Mauk responded no just fire extinguisher replacement. Commissioner Hoss noted that he was just asking to find out how it had been handled in past. Mr. Mauk stated his belief that it was handled by the property management company. Commissioner Hill asked what could be done today. Deputy District Attorney Maddox stated that this item was informational only so it would need to be properly agendized for any action and that all documentation would need to be provided. Manager Mendiola indicated that the additional documentation is being obtained including looking at lease agreement and he explained what the management company provides. Commissioner Hoss noted his concern with this being a county rental and the communication process being completely broken. Commissioner Hoss asked the renter if she had any input. Linda Roman Erquiaga offered comment on the issues in the house including the electrical situation, the downstairs bathroom and the situation with the roof in the kitchen and indicated that it had been sixteen years since the property manager walked through the building, that when requests were made she had just been told that the County would not pay; she explained what has asked for in past. Chairman Tipton stated that the Board would go to item 24 on the agenda.

APPROVAL OF COUNTY COMMENTS REGARDING DESERT LAND ENTRY APPLICATION: Consideration, discussion and possible approval of a letter to the Bureau of Land Management, Humboldt River Field Office, regarding a Preliminary Environmental Assessment that has been prepared to analyze a Desert-Land Entry (DLE) application for entry onto public lands adjacent to existing private property in the vicinity of Granite Creek and Deep Creek, Humboldt County, Nevada, for agricultural development. The Applicant has requested entry on four parcels totaling 1,111.64 acres. Approximately 875 acres of the parcels would be converted to agricultural use over a four-year period with the eventual goal of patenting the land to the Applicant for agricultural use. The public comment period has started and will end on June 24, 2022. Commissioner Cerri reviewed the history of this request related to water basins, requests, prior Commission discussion, court processes, that this goes against the County's Land Use Plan, how this process will proceed and why it is important that the County offer comment in order to be involved as

this going forward. Discussion ensued. Manager Mendiola noted language changes recommended by Andy Rieber. The following motion was made by Commissioner Cerri and passed with Vice-Chairman Tipton and Commissioners Cerri, Hill and Hoss voting aye and Chairman French being absent:

*To approve the letter to the BLM regarding the Egger's Desert Land Entry application to include the language provide by Andy Rieber.*

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1)Other information and upcoming meetings: Vice-Chairman Tipton noted the following upcoming meetings: July 5, 2022, Humboldt County Commission Meeting, July 12, 2022, Winnemucca City Council Meeting, July 14, 2022, Regional Airport Board Meeting and July 18, 2022 Humboldt County Commission Meeting.

2)Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Hill noted that the Humboldt Development Authority meeting was cancelled and that he had previously reported on the Paradise Valley Conservation District meeting he had attended. Commissioner Hoss explained that he had not been able to attend the recent meeting of the Museum Board but noted that he would like to see the Commission become involved with the land acquisition situation as all property tax payers contribute to the Museum; he continued reporting on an Airport Board meeting and a Central Nevada Regional Water Authority meeting. Commissioner Cerri reported on a Humboldt Regional Basin Water Authority meeting and his participation with a mule deer enhancement team. Vice-Chairman Tipton commented on Fallon's new arena where he had attended an event.

FUTURE AGENDA ITEMS: Manager Mendiola noted the following items - the County Manager appraisal, the museum land acquisition discussion, the 543 Melarkey Street professional assessment and the restitution status review with the District Attorney. Commissioner Cerri voiced concern about the removal of the BLM planes from our airport for fire control. Discussion ensued. The Board agreed with the need to bring representatives of the BLM in to discuss the matter. It was noted that the special meeting for the Canvass of the Votes for the Primary Election and the Health Board meeting scheduled for Friday would be held in the city meeting room as IT would be working in the county meeting room.

PUBLIC COMMENT: Vice-Chairman Tipton asked for public comment. Comptroller Gina Rackley offered a thank you for their diligence to Don Kalkoske and Jolinda Warn regarding a landfill issue related to contamination from semi wreck. No further public comment offered.

ADJOURNMENT: Vice-Chairman Tipton adjourned the meeting at 12:14 p.m.

ATTEST:

*J. Spino*

Clerk

APPROVED:

*[Signature]*

Chairman

(Minutes approved by the Commission and signed by the Chairman on 7/18/2022)