



**Humboldt County Board of Commissioners**  
**June 5, 2023 at 8:30 AM**  
**Meeting Minutes**

Those present were Chairman Ken Tipton, Commissioners Ron Cerri, Jesse Hill, Tom Hoss and Mark Evatz, Deputy District Attorney Michael Macdonald, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero.

CALL TO ORDER: Chairman Tipton 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.

PUBLIC COMMENT: Chairman Tipton asked for public comment. Debra Gaye appeared before the Commission and offered public comment related to her feelings about the transloading station coming to the community including the prior knowledge of the facility and that it is a done deal; she continued commenting on the destruction of the community including the water and that she hopes it was worth it and the lack of help by the Commission as to the situation.

Debra Lyon appeared before the Commission and offered public comment related to the lack of an emergency road in the Lambert area to get out in case of fire; she requested that the matter be placed on an agenda.

Brad Wigglesworth appeared before the Commission and offered public comment related to the risks of the transloading facility adjacent to the airport including the lack of a risk assessment, risks to the airport that exist including concerns about water contamination, closure of the airport and impact on BLM improvements; he encouraged the Commission to get with the Council to obtain a full risk assessment with mitigation plan.

Virginia Viegut offered comment on her concerns with the transloading facility including her plan to move if it occurs, that the Commission needs to stand and fight against it, that it will take out our community and asked for the Commission's help.

John Kenison appeared before the Commission and offered public comment on the land issues, the inability of selling airport property, other public officials in California who are serving time due to their actions, the need to return grant funding, that the Commission needs to stand up for their rights, the ownership of Lithium America by China, the shared ownership per the paperwork of the airport 50/50 with the city, the need to protect ourselves as the government is investigating, the deals that are occurring in the community and the need to protect us.

Christina Kenison appeared before the Commission and offered public comment noting how long this has been occurring and the lack of action by the Commission and explaining the failure of the Commission's legal counsel.

John Kenison continued offering public comment on actions by Kent Maher as the city's legal counsel.

Christina Kenison continued offering public comment as to who is looking at this in the state and federal government and the amount of malfeasance that is occurring including information related to the appraisal and that it has not come before the Commission or the Airport Board; she stated that the Commission needs to listen as they are not going away.

John Kenison continued offering public comment about the appraisal related to an access not being identified.

Christina Kenison continued offering comment as to holding the Commission accountable when something occurs

John Kenison continued offering public comment about an issue in Buhl, Idaho and the risk to the Commission.

The Kenison's continued offering comment about the inaction of the Commission and the ability of the Commission to stop it and the need to seek outside legal counsel and the need to stop this.

Donald Valle appeared before the Commission and offered public comment in opposition to the transloading facility noting water concerns and the need for it to be located somewhere else; he asked the Commission to look at the issue really close.

Terry Wright appeared before the Commission and offered public comment noting that he has been against the transloading facility and commenting on the story changing when speaking to representatives, that the proposal doesn't fit in the area, the lack of an emergency plan, to have a joint meeting with the City to get to the bottom of this to include the public, fire departments and emergency responders; he noted the need to move it to an area that is more appropriate.

Joann (no last name provided) appeared before the Commission and offered public comment stating that they do not want this to be done and the impact on property values and the ability for she and others to get a lawyer; she asked for the Commission's help.

Jamie Nicotera appeared before the Commission and offered public comment on the impact of the transloading station on her as she lives near it, she offered thanks and prayers for the Commission; she commented on her move to the community and the impact this facility will have on her home; she requested, for the record, to place on an agenda a discussion item as to the transloading station and wastewater treatment plant to allow input from the community so they can come and have an open forum

as the Commission represents them; she continued commenting on the physical impact of exposure to these chemicals and the lack of notice as to what is occurring; the city's statement that this is in their best interest but what about her best interest; why she chose to purchase her home where she did; the effect on the residents in the area, the community, the airport and the school; she stated that she does not want the facility there and the Commission should not either. She again noted for the record that she wants this placed on an agenda as an open forum so the community can gain knowledge and ask questions.

No further public comment 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 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), March 7, 2022, March 21, 2022; May 2, 2022; May 16, 2022; September 19, 2022 (Regular Meeting); November 7, 2022; November 21, 2022; December 12, 2022; February 21, 2023; March 20, 2023; March 27 & 28, 2023 (Budget Hearing); May 1, 2023, May 15, 2023; and May 22, 2023 (Special Meeting). Chairman Tipton asked for corrections for the minutes of May 15, 2023; none offered. The following motion was made by Commissioner Evatz and passed unanimously:

*To approve the minutes for the regularly scheduled Humboldt County Board of Commission meeting that was held on May 15<sup>th</sup> as presented in the minutes document.*

Chairman Tipton asked for corrections for the minutes of May 22, 2023; none offered. The following motion was made by Commissioner Evatz and passed unanimously:

*To approve the minutes for the special meeting that was held by the Humboldt County Board of Commissioners on May 22<sup>nd</sup> as presented and documented on the minutes as presented.*

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MAY 22, 2023 THROUGH JUNE 5, 2023: Commissioner Hoss asked what the Rocky Mountain Hospital Medical was paid for; Comptroller Rackley responded. The following motion was made by Commissioner Hill and passed unanimously:

*To approve the expenditures for Humboldt County for May 22, 2023 through June 5, 2023.*

PUEBLO FIRE PROTECTION DISTRICT BOARD: PETITION TO CONVERT TO AN APPOINTED BOARD: Consideration, discussion and possible action to approve a petition to convert the Pueblo Fire Protection District Board from an elected board to an appointed board per NRS 244.1645. Included on the on-line agenda for review were copies of the Pueblo Fire District Board Minutes approving pursuing the appointment process. Manager Mendiola and Deputy District Attorney Macdonald reviewed the request and process for the Commission. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

*To approve the petition to convert to an appointed Board the Pueblo Fire Protection District Board as per NRS 244.1645.*

REQUEST TO ALLOW A BANNER TO BE PLACED AT THE FRONT OF THE COURTHOUSE RECOGNIZING JUNE, 2023 AS ALZHEIMER'S AWARENESS MONTH: Consideration, discussion and possible approval of a request to place a banner at the front of the courthouse for the month of June, 2023 to make community members aware of the role of caregivers (many who work full time) and those living with dementia. Gini Cunningham representing Age & Dementia Friendly Winnemucca as well as Alzheimer's Awareness appeared before the Commission and spoke in support of the request. The following motion was made by Commissioner Evatz and passed unanimously:

*To approve the request to allow a banner to be placed at the front of the courthouse recognizing June 2023 as Alzheimer's Awareness Month.*

MORMON CRICKET MITIGATION UPDATE: State Entomologist Jeff Knight will provide an update regarding Mormon Cricket mitigation. Jeff Knight the State Entomologist for the Nevada Department of Agriculture and Lori Witham Acting State Plant Health Director with the U.S Department of Agriculture Animal Plant Health Inspection Service, APHIS appeared before the Commission. Mr. Knight reported on the status of Mormon Crickets and the survey related to them, the impact of being short-staffed and the treatment plan for the area. Discussion ensued including where and when spraying will occur in Humboldt County,

what the cycle is for the crickets, the ability to provide bait to the ranches as they are licensed, that the crickets are coming off federal lands and the need for the federal agencies to be good neighbors, issues that occurred with bait being given out previously and issues with the ability to treat public lands and restrictions on treating. Discussion ensued.

MOSQUITO AND BLACK FLY MITIGATION UPDATE: Vector Disease Control International (VDCI) will provide an update regarding mosquito and black fly mitigation. Jason Williams, Western Regional Director for VDCI and Micah Mendiola, Contract Manager, appeared before the Commission. Mr. Williams reviewed the actions taken by VDCI related to mosquitos and black flies in the community. Discussion ensued about when the aerial spray would occur, the boundaries of the treatment areas, how the application is coordinated with the flow of the river and flight plans including the issues with contracts for flying.

Commissioner Hill commented that the mosquitos are the worse he ever remembers; he asked if the treatment was late and why are the mosquitos so bad this year. Mr. Williams responded. Commissioner Hill asked what is being done differently than what Robin did. Mr. Williams responded. Discussion ensued. Jim French offered public comment on the mosquito problem in the community and actions taken in the past to control the mosquitos; he asked what the abatement plan will be to address the situation. Mr. Williams responded. Discussion ensued. Mr. Mendiola commented on treatment in the community and the hope that as the weather improves the treatments will be more effective. Discussion ensued regarding the black fly status and the life span of mosquitos.

Chairman Tipton recessed the meeting at 10:07 a.m. reconvening at 10:16 a.m.

DIVISION OF PUBLIC & BEHAVIORAL HEALTH CONTRACT AMENDMENT FOR PUBLIC HEALTH NURSE: Consideration, discussion and possible approval of a contract with the Division of Public and Behavioral Health Community Health Services Program for the Community Health Nurse and services with an effective date of July 1, 2023 through June 30, 2025 in an amount not to exceed \$246,008.48. A copy of the proposed amended contract was included on the on-line agenda for review. Manager Mendiola reviewed the request for the Commission. Deputy District Attorney Macdonald offered clarification on the addition of two years to the contract as the original start date was 2021 with an additional cost of \$106,000.00 including language for any proposed motion. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

*To approve the Division of Public and Behavioral Health contract amendment for public health nurse for the period, an extension of the period from July 2021 through the end of June 2025 in an amount not to exceed, for that four-year period, \$246,008.48.*

WINNEMUCCA CONVENTION & VISITORS AUTHORITY: Winnemucca Convention & Visitors Authority Administrative Specialist Liz Barnard appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY TO HIRE FOR A VACANT POSITION: Consideration, discussion and possible approval to waive the attrition policy to hire for an Administrative Clerk I, II, III which is now vacant. Ms. Barnard reviewed the request for the Commission. The following motion was made by Commissioner Evatz and passed unanimously:

*To approve the request for the Winnemucca Convention and Visitors Authority to hire for a vacant position.*

EMERGENCY MANAGER: Emergency Manager Carol Lynn appeared before the Commission.

COMMUNITY WILDFIRE PROTECTION PLAN: Consideration, discussion and possible approval of the Community Wildfire Protection Plan and to authorize County Manager Dave Mendiola and Emergency Manager Carol Lynn to sign the plan. A copy of the proposed Community Wildfire Protection Plan was included on the on-line agenda for review. Manager Lynn reviewed the request for the Commission. Chairman Tipton noted a correction with the historical sites as the Winnemucca Hotel is no longer there. Manager Lynn stated she would fix that. Commissioner Hill asked about the involvement of the City and Rural Fire Chiefs and the grants available. Manager Lynn responded. Discussion ensued regarding the grants available and what is covered. The following motion was made by Commissioner Hill and passed unanimously:

*To approve the Community Wildfire Protection Plan and authorize County Manager Dave Mendiola and Emergency Manager Carol Lynn to sign the plan.*

EMERGENCY APP FOR SMART PHONES PRIVACY POLICY: Consideration, discussion and possible approval of a new privacy policy for the smart phone app for emergency and educational notification. A copy of the proposed privacy policy was included on the on-line agenda for review. Manager Lynn reviewed the request for the Commission. Commissioner Hoss asked if the policy has been reviewed by the District Attorney. Deputy District Attorney Macdonald responded that the it had been reviewed and noted some small changes. Commissioner Hoss asked how the process works. Manager Lynn explained. The following motion was made by Commissioner Hill and passed with Chairman Tipton and Commissioners Hill, Cerri and Evatz voting aye and Commissioner Hoss voting nay:

*To approve the new privacy policy for the smart phone app for emergency and educational notification.*

Commissioner Hoss explained his nay vote. Commissioner Hill offered comment on what this type of app provides. Manager Lynn explained how the app works.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

BUDGET AUGMENTATIONS FOR THE 2022-2023 FISCAL YEAR: Consideration, discussion, and possible approval of resolutions to augment the fiscal year 2022-2023 budgets of the General Fund in the amount of \$720,500; the Road Fund in the amount of \$60,000; the Cooperative Extension Fund in the amount of \$12,000; the Sixth Judicial District Court Fund in the amount of \$35,000; the Events Complex Fund in the amount of \$55,000; the Compensated Absences Fund in the amount of \$250,000; and the Nevada 95-80 Regional Development Authority Fund in the amount of \$5,000. A copy of the Comptroller's Staff Report detailing the augmentation proposal was included on the on-line agenda for review (see attached). Copies of the proposed Resolutions for Augmentation were included on the on-line agenda for review. Comptroller Rackley reviewed the requests for the Commission. Discussion ensued. The following motion was made by Commissioner Cerri and passed unanimously:

*To approve the resolution to augment the fiscal year 2022-2023 budgets of the General Fund in the amount of \$720,000.00 in various departments as read by the Comptroller.*

Discussion ensued as to whether individual motions are required or if one can be done. After discussion the following amended motion was made by Commissioner Cerri and passed unanimously:

*To approve the resolution to augment the fiscal year 2022-2023 budgets of the General Fund in the amount of \$720,000.00 in various departments as read by the Comptroller, to augment the Road Fund, the Cooperative Extension Fund, the Compensated Absences Fund, the Sixth Judicial District Fund, the Events Complex Fund and the Nevada 95-80 Regional Authority Fund.*

*(Resolution Nos. 06-05-23/06-05-23a/06-05-23b/06-05-23c/06-05-23d/06-05-23e/06-05-23f)*

PERS RATE INCREASE TO APPOINTED MANAGEMENT AND ADMINISTRATIVE POSITIONS: Consideration, discussion and possible action to approve either splitting the PERS rate increase or Humboldt County covering the full rate increase for the positions in the Appointed Management and Administrative positions for fiscal year 2023-2024. Comptroller Rackley reviewed the request for the Commission noting that this is the greatest increase to the PERS rate that she has seen and so she is looking for the Commission's direction; she explained that typically, for the appointed officials, the County has mirrored the agreement with the Employees' Association which in the current year will have the County paying of the full cost of the PERS increase and not reducing the cost of living but, as we will go into negotiations next year, she, as a member of the negotiating committee, will not be able to vote in favor of the County absorbing 100% of PERS increases as she believes this is a sign of the times and these increases will continue and this is a lot of money to ask the taxpayers to absorb when there is mechanism in place via statute to split the increases 50/50; that as we go into negotiations we need to lead by example. Chairman Tipton noted his agreement as he sees this continuing and it is getting out of hand so he thinks

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it is only fair to handle it as the NRS says; he did note a concern that these employees may believe that they are being treated differently but those employees impacted are the County's highest paid employees. Commissioner Hoss stated his support of splitting it. Commissioner Cerri noted his support for leading by example. Assistant County Manager/Human Resource Director Abel del Real-Nava appeared before the Commission stating that he would like to provide information so that the Board has a full, well-rounded understanding of the perspective of some employees who may not feel comfortable coming up here to advocate for themselves and a higher COLA; he continued noting that the increase in employees' wages is already below CPI meaning that their purchasing power is going down which effectively results in a wage decrease so, when using the latest figures, employees are already going backwards and not splitting the cost takes them back further; he stated that he believes that the County absorbing the costs brings the employees more into equilibrium with what has occurred in previous years; he noted concern that this type of action could result in these employees having motivation to unionize; that it is important in order to maintain good labor relations and not be accused of unfair labor practice and to bargain in good faith which includes going into the process with an open mind; he noted his concern that this type of conversation should occur in a closed session to allow for discussion as to strategy and options available for moving forward; he noted his concern with employees leaving and having that talent go away. Manager Mendiola stated his agreement with the comments of the Comptroller and the Commission as the County can no longer sustain this as it is not practical but he does have concern as to whether this is a good time to do this noting that we are about to go into negotiations and this will need to be discussed as this is a big change. Commissioner Hill offered comment that he saw both sides and noting that a salary study would be a good thing to have for comparison; he questioned if there should be a committee to hash it out and bring it to the Commission with a recommendation. Comptroller Rackley noted that this is just for the appointed officials as the regular employees are covered under the current contract. Manager Mendiola offered comment noting the impact to new employees who have taken on big responsibility and suggested that it should apply to everybody not just appointed. Discussion ensued. Commissioner Evatz offered comment as to the lack of sustainability and spoke in favor of splitting the amount. After discussion the following motion was made by Commissioner Cerri and passed unanimously: *To approve the splitting of the PERS rate increase by reducing the COLA equal to one-half the rate increase.*

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 2023 (July 1, 2022 through June 30, 2023), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Comptroller Rackley reported on the Net Proceeds distribution, March CTX

revenues and the ARPA funds status. Discussion ensued regarding the County's relationship with Nevada Gold Mines and how Net Proceeds are assessed.

PLANNING DEPARTMENT:

SET TO PUBLIC HEARING: Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by the County Clerk for the following:

RH-23-22 – Zone Change request submitted by Regional Planning Commission on behalf of Tom Hoss to change the C (Commercial) zoning designation to M-L (Light Industrial) zoning designation. Subject property is located at 5880 W Rose Creek Road; assessor's parcel # 13-0092-13. Chairman Tipton read the title of the item to be set to public hearing. Commissioner Hoss stated that he would be abstaining from discussion and action on this item as it is his property. Commissioner Evatz asked about the difference between C and M-L. Commissioner Hoss responded. The following motion was made by Commissioner Cerri and passed with Chairman Tipton and Commissioners Hill, Cerri and Evatz voting aye and Commissioner Hoss abstaining:

*To set to public hearing RH-23-22 at a time to be determined by the County Clerk, Administrator and DA.*

CLERK: County Clerk Tami Rae Spero appeared before the Commission.

SET TO PUBLIC HEARING: Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by staff the following: A nuisance complaint filed against property located at 3200 E. Donald Lane, Winnemucca, Nevada and owned by Bill Strack. Clerk Spero offered comment on contact by the property owner and the gentleman cleaning the property noting her direction to them to submit comments in writing or appear for the meeting. Deputy District Attorney Macdonald offered comment on the process for setting to public hearing. The following motion was made by Commissioner Evatz:

*To set for public hearing to address or listen to a nuisance complaint filed against property located at 3200 East Donald Lane Winnemucca, Nevada and owned by Bill Strack to be scheduled in conjunction with the two-notice requirement preferably in time for the July 10<sup>th</sup> Humboldt County Commission meeting.*

Commissioner Hoss asked about the status of prior complaints and questioned if this complaint will result in anything different. Deputy District Attorney Macdonald responded that he would need to obtain information on those complaints and follow-up with Commissioner Hoss. Chairman Tipton called Commissioner Evatz's motion to a vote and it passed unanimously.

REQUEST TO DESIGNATE AREAS AT BUILDINGS UNDER THE COUNTY COMMISSIONS' CONTROL FOR THE GATHERING OF SIGNATURES: Consideration, discussion and possible approval pursuant to NRS 293.127565 for the Board of County Commissioners to designate areas at buildings under their control for

the gathering of signatures and to authorize the Chairman to sign; locations to include – Humboldt County Courthouse, Humboldt County Annex Building, Humboldt County District Attorney’s Office, Winnemucca Public Library, Denio Public Library, McDermitt Public Library and Humboldt County Road Department Building. Discussion and possible action may also occur regarding the designating of areas at the Winnemucca Events Complex to include the Exhibit Hall and the Events Center. Clerk Spero noted that areas had previously been designated for the Events Complex locations and had already been provided to the Secretary of State’s Office. The following motion was made by Commissioner Cerri and passed unanimously:

*To designate the areas for the gathering of signatures for those locations as read into the record by the Chairman to also include the Winnemucca Events Complex to include the Exhibit Hall and Events Center.*

Chairman Tipton recessed the meeting at 11:26 a.m. reconvening at 11:35 a.m.

WINNEMUCCA EVENTS COMPLEX: Ag District #3 Chairman Kent Maher appeared before the Commission. RENTAL HANDBOOK UPDATE: Consideration, discussion and possible acceptance for the revised Winnemucca Events Complex Rental Handbook, Rules, Regulations & Fees (the “Rules”). Mr. Maher reviewed the request for the Commission noting modifications made as a result of discussion with users. Commissioner Hill offered comment on his agreement with the modifications made. Discussion ensued regarding the manner in which the food trucks are charged and options available. The following motion was made by Commissioner Hill and passed unanimously:

*To the revised Winnemucca Events Complex Rental Handbook, Rules, Regulations & Fees.*

REQUEST TO REPLACE GRANDSTAND DECKING: Consideration, discussion and possible approval to have Magana & Sons Construction replace the wooden walk-way planks and the wooden infrastructure that holds up the walk-way, located in the WEC Outdoor Grandstands in an amount not to exceed \$28,000. Mr. Maher reviewed the request for the Commission noting difficult in obtaining a second proposal and requesting that the low bid be accepted. Discussion ensued regarding what is being rebuilt, the cost difference between the two proposals, what is included in the project and the status of the budget for the complex. The following motion was made by Commissioner Cerri and passed unanimously:

*To approve replacing the wooden walk-way planks and the wooden infrastructure that holds up the walk-way, located in the WEC Outdoor Grandstands in an amount not to exceed \$28,000.00 and to award the project to Magana and Sons Construction.*

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

REQUEST TO PURCHASE A USED DUMP TRUCK OR SEMI-TRACTOR: Consideration, discussion and possible approval to solicit quotes and to purchase a used dump truck or semi-tractor in an amount not to exceed

\$100,000. Director Kalkoske reviewed the request for the Commission. Discussion ensued regarding the safety of the current dump truck, whether a dump truck or a semi-tractor is needed, the plan to replace a semi-tractor and take a less optimal semi-tractor to convert to a dump truck, the need for a new dump bed and whether the budget is sufficient for this purchase. Commissioner Evatz offered comment on the piece-meal process used in this department and why he does not like it; discussion ensued. Discussion ensued regarding the amount actually needed. The following motion was made by Commissioner Hill and passed unanimously:

*To approve the purchase of a semi-tractor in the amount not to exceed \$80,000.00.*

GENERAL ROAD PROJECTS UPDATE: 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 Eden Valley bridge relinquishment from NDOT is complete and recorded, that the salt and sand pad has been paved, the status of the dust control project, flood repairs throughout the County, the status of the cattle guards and the yard fencing, the status of the Lambert Road project including the proposed time line and the possibility of having a contractor due the project.

DISTRICT ATTORNEY: Deputy District Attorney Michael Macdonald appeared before the Commission.

REQUEST FOR APPROVAL OF LEXIS-NEXIS ADDENDUM TO CURRENT CONTRACT: Consideration, discussion and possible approval of an addendum to the current contract with Lexis-Nexis for a new feature in an amount of \$22 per month per user. The District Attorney's Office is looking to add 3 users. A copy of the Addendum was included on the on-line agenda for review. Deputy District Attorney Macdonald reviewed the request for the Commission indicating that the cost is within the budget. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

*To approve the request for a Lexis-Nexis addendum to the current contract in an amount of \$22.00 per month per user.*

SHERIFF'S OFFICE: Sheriff Angel Cardenas appeared before the Commission.

REQUEST TO APPROVE CONTRACT WITH DR. ROBBIE GRANT TO PROVIDE MEDICAL SERVICES AT THE DETENTION CENTER: Consideration, discussion and possible approval of a contract with Dr. Robbie Grant to provide medical services to the inmates and provide oversight for the Detention Center Nurse. A copy of the proposed contract was included on the on-line agenda for review. Sheriff Cardenas and Captain Jeremy Peters reviewed the request for the Commission noting that the District Attorney has reviewed the contract. Deputy District Attorney Macdonald offered comment on minor changes made to the

contract and recommended that the Commission provide authorization for the Chair and the Sheriff to sign. Discussion ensued regarding other physicians looked at. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

*To approve the Sheriff's Office request to approve a contract with Doctor Robbie Grant to provide medical services at the Detention Center and that the Sheriff and Chairman Tipton sign the contract.*

REQUEST FOR ADDITIONAL FUNDING FOR BULLETPROOF VEST PLAN TO COVER UNFUNDED BALANCE:

Consideration, discussion and possible approval of a request from the Humboldt County Sheriff to have the County Commissioners to approve \$14,220 in funds to complete the acquisition the vests that were originally discussed at the March 6, 2023 Commission meeting. Due to a discrepancy in the DOJ Grant Award Program, the county will need to cover the unfunded portion of the grant to purchase the vests. Captain Sean Wilkin appeared before the Commission and reviewed the request explaining what had occurred with DOJ and the reduced amount provided; he noted that the funds are available in the current budget. Sergeant Glen Kostiuk appeared before the Commission and offered comment on the request. Commissioner Cerri asked if DOJ is going to pick up any of the cost. Captain Wilkin stated no. Based on a question from Commissioner Hill, Sergeant Kostiuk explained the issue with the funding offered by DOJ as to how it is determined. The following motion was made by Commissioner Hill and passed unanimously:

*To approve a request from the Humboldt County Sheriff's Office to have the County Commissioners approve \$14,220.00 in funds to complete the acquisition of the vests that were originally discussed at the March 6, 2023 Commission meeting due to a discrepancy in the DOJ Grant Award Program, the County will need to cover the unfunded portion of the grant to purchase the vests.*

LIQUOR BOARD: Sheriff Cardenas called the Humboldt County Liquor Board to order at 12:26 p.m. Sheriff Cardenas reviewed the request for one special Liquor License on behalf of Kevin Pasquale for the Paradise Valley Fire Department for the Father's Day BBQ on June 18, 2023 and recommended approval. The following motion was made by Commissioner Tipton, was seconded, and passed unanimously:

*To approve the special liquor license on behalf of Kevin Pasquale for the Paradise Valley Fire Department for the Father's Day barbeque on June 18, 2023.*

Sheriff Cardenas adjourned the Liquor Board at 12:27 p.m.

Chairman Tipton stated that the Commission would proceed to agenda item 29 at this time.

FACILITIES MAINTENANCE: Facilities Manager Joaquin Padilla appeared before the Commission.

REQUEST TO APPROVE PROPOSAL TO REPAIR COUNTY PARKING LOTS: Consideration, discussion and possible approval of a proposal from Superior Services, Inc to seal coat, seal cracks, and stripe the parking

lots of county properties in an amount not to exceed \$61,359.00. Included on the on-line agenda were copies of the proposals from Sierra Nevada Construction Inc. and Superior Services. Manager Padilla reviewed the request for the Commission with a recommendation that the award be to Superior and explained. The following motion was made by Commissioner Hill:

*To approve a proposal from Superior Services, Inc to seal coat, seal cracks, and stripe the parking lots of the county properties in an amount not to exceed \$61,359.00.*

Discussion ensued regarding the time frame for this project, that all of the parking lots will be crack sealed, that the cost is included in the current budget and whether there is time in the current fiscal year to complete the project. Chairman Tipton called Commissioner Hill's motion to a vote and it passed unanimously.

REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF RESTORATION FOR EAST WING OF COURTHOUSE: Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof restoration for the East Wing of the Courthouse in an amount not to exceed \$78,620.00. Included on the on-line agenda for review were two proposals obtained by Garland Inc. from CTR Roofing and State Roofing. Manager Padilla reviewed the request for the Commission. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

*To approve the request for roof restoration for the east wing of the courthouse by CTR Roofing in an amount not to exceed \$78,620.00 with hopeful completion by June 30<sup>th</sup>.*

REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF REPAIR FOR VETERANS BUILDING: Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof repairs for the Veterans Building in an amount not to exceed \$9,875.00. Included on the on-line agenda for review were two proposals obtained by Garland Inc. from CTR Roofing and State Roofing. Manager Padilla reviewed the request for the Commission. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

*To approve the proposal from CTR Roofing to complete the roof repairs on the Veterans' Building in an amount not to exceed \$9,875.00 with a lot of hope.*

REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF RESTORATION FOR WINNEMUCCA MOUNTAIN REMOTE BUILDING: Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof restoration for the Winnemucca Mountain Remote Building in an amount not to exceed \$15,250.00. Included on the on-line agenda for review were two proposals obtained by Garland Inc. from CTR Roofing and State Roofing. Manager Padilla reviewed the request for the Commission. After discussion the following motion was made by Commissioner Hill and passed unanimously:

*To approve a proposal from CTR Roofing to complete the roof restoration for the Winnemucca Mountain Remote Building in an amount not to exceed \$15,250.00.*

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

PRESENTATION OF EMPLOYEE ENGAGEMENT SURVEY RESULTS BY CPS HR: Presentation of Humboldt County's first employee engagement survey results by Dr. Don Schutt, Senior Project Consultant with the Institute for Public Sector Employee Engagement. Director del Real-Nava offered comment on the agenda item. Dr. Donald Schutt appeared before the Commission via Teams and reviewed the 2023 Engagement Survey Results and answered questions put forth by members of the Commission. Based on a question from Commissioner Evatz, Director del Real-Nava explained what is occurring to address the findings of the survey. Commissioner Evatz commented on the need to address the issues to meet the employees' expectations. Discussion ensued as to what will occur going forward.

APPROVAL OF LACTATION POD PURCHASE FOR COURTHOUSE FACILITY: Consideration of, discussion, and possible approval of a request to purchase an Americans with Disabilities Act (ADA) accessible lactation pod from Brighter Booth for placement in the Humboldt County Courthouse for an amount not to exceed \$12,945.00 to meet the requirements of NRS 1.095 and provide a discreet space for select employees and members of the public to express breast milk. Director del Real-Nava reviewed the request for the Commission noting that two quotes were obtained at required. Discussion ensued with both Commissioners Hill and Hoss noting that perhaps this could wait until the court renovations occur. Discussion continued. The following motion was made by Commissioner Evatz and passed unanimously: *To approve the purchase of a portable pod to be placed in a proper location in the courthouse in an amount not to exceed the County's half of the proposed cost.*

APPROVAL OF NEW JOB DESCRIPTIONS FOR ASSISTANT COUNTY MANAGER, COUNTY MANAGER, AND HUMAN RESOURCES DIRECTOR: Consideration, discussion and possible approval of three new job descriptions for the positions of Assistant County Manager, County Manager, and Human Resources Director. This request does not include salary recommendations due to the unavailability of fiscal year 2023-2024 wage ranges from certain sister counties whose data is used to create a salary recommendation. Director del Real-Nava reviewed the item for the Commission including the preliminary salary ranges identified for an Assistant County Manager, a County Manager and a Human Resources Director as well as proposed job descriptions and how other counties handle certain duties. Discussion ensued including the comparable counties and their sizes compared to Humboldt, the amount of the ranges, concerns about the salary amounts, concerns with creating a new position, the options available to the Board related to hiring, salaries and duties of the positions. Manager Mendiola recommended that

the Commission approve the HR Director job description at this time and explained. The following motion was made by Commissioner Evatz and passed unanimously:

*To table this topic for two weeks and then at the June 20th meeting we focus on the HR Director position and approve it.*

Chairman Tipton stated that the Board would return to agenda item 25.

DISCUSSION ON STATE OF EMERGENCY RESOLUTION REGARDING WILD HORSE AND BURRO POPULATIONS ON PUBLIC LANDS IN HUMBOLDT COUNTY: Consideration, discussion and possible action regarding request from Lander County to support a Resolution passed by the Lander County Board of Commissioners to declare a State of Emergency on public lands due to overpopulation of wild horses and burros. A copy of the proposed Resolution was included on the on-line agenda for review. Chairman Tipton indicated that Senator Hanson had gotten in touch with him and asked that this item be placed on the agenda noting that several counties have filed emergency declarations but the County's land issue consultant Andy Reiber noted concern that Humboldt County does not have an emergency. Former Commissioner Jim French appeared before the Commission and offered comment on the situation noting his belief that Humboldt County does have an emergency and explained including the risks for the County; he stated that the emergency declaration from this Commission as well as Lander, Elko and Eureka Counties is the next step for a message to be sent to Interior that management is their responsibility as well as a moral obligation; he explained the idea behind the declarations including Interior's intent to back away from the program to include the funding side of it, the status of the Wild Horse and Burro Advisory Board and the impact of this on the public lands management. Discussion ensued. Commissioner Hill stated his support. Commissioner Hoss commented that it is an emergency and explained. Commissioner Evatz asked about the recognition received from Nevada's Federal delegation. Mr. French responded. Commissioner Cerri noted a current bill which would prohibit helicopter gathers. Chairman Tipton asked if this would require a change to the County's Management Plan related to Wild Horses and Burros. Mr. French responded no and explained. Deputy District Attorney Macdonald offered comment noting the benefit of incorporating specific information referring to Humboldt County's Plan or statistics; he suggested that this may not be an action item today but would need a follow-up meeting to adopt. Commissioner Evatz asked if the resolution could be leveraged to get all the counties involved. Mr. French responded. Discussion ensued regarding the process at this point. The following motion was made by Commissioner Cerri and passed unanimously:

*That the Commission directs the District Attorney and our County Manager to work with former Commissioner French to work on an emergency declaration in regards to wild horse numbers in Humboldt County.*

Chairman Tipton recessed the meeting at 1:10 p.m. reconvening at 1:30 p.m.

Chairman Tipton stated that the Board would return to item 26 on the agenda.

REVIEW OF LEGISLATIVE BILLS AND BILL DRAFT REQUESTS (BDR) THAT ARE BEING CONSIDERED IN THE 2023 NEVADA LEGISLATURE: Updates regarding Senate and House Bills that could impact Humboldt County financially or otherwise that the County would like to be involved and heard on during the legislative session. Manager Mendiola reviewed bills that are being watched noting that all of the NACO bills have been passed and signed; he reviewed AB 518, AB 519, SB 233, SB 235 and SB 226. Comptroller Rackley reviewed AB 286, AB 140 and AB 529.

COUNTY MANAGER:

DISCUSSION REGARDING THE RECRUITMENT FOR COUNTY MANAGER DAVE MENDIOLA'S REPLACEMENT IN MARCH 2024: Consideration, discussion and possible action to establish a process and timeframe for the recruitment of a replacement for County Manager Dave Mendiola's retirement in late March 2024. No discussion offered.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1. Other information and upcoming meetings: Chairman Tipton noted the following upcoming meetings June 6, 2023 Winnemucca City Council Meeting, June 8, 2023 Regional Planning Committee Meeting and June 19, 2023 Humboldt County Board of Commissioners Meeting (Could change to June 20, 2023 depending on State Legislative outcome).

2. Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Cerri reported on a meeting related to the conservation rule. Commissioner Evatz offered no report but noted an upcoming SLUPAC meeting. Commissioner Hoss offered no report. Commissioner Hill offered no report; he thanked Abel del Real-Nava for his service. Chairman Tipton noted his attendance with Commissioner Cerri at the meeting related to the Conservation Rule, a Hospital board meeting, a meeting with the WCVA and the Courts related to juries and a Public Lands Subcommittee meeting

FUTURE AGENDA ITEMS: Whether an item will be placed on a future agenda will be subject to the chairman and/or legal counsel's determination. Manager Mendiola indicated that he would follow up with Debra Lyon regarding her request under public comment; that he would reach out to Barrick about arranging a financial report; that the emergency declaration, the job descriptions and salary ranges would



Notice of Public Meeting  
Humboldt County Board of Commissioners Regular Meeting  
**Monday, June 5, 2023**  
**8:30 AM**

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

**VIRTUAL AND IN PERSON**  
**Commission Meeting Room is Open**

**FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS**

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

**Or by phone: +1 775-446-0241, Conference ID: 113 134 696#**

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.

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 21, 2020; September 30, 2020 (Special); October 5, 2020 (Special Joint Meeting); October 19, 2020; November 9, 2020; November 13, 2020 (Special Canvass); November 23, 2020; December 14, 2020; January 4, 2021; January 25, 2021 (Special Meeting); February 8, 2021; February 22, 2021 (Special Joint Meeting); February 22, 2021; March 22, 2021; March 29, 2021 (Budgets); April 8, 2021 (Special Meeting); June 21, 2021; July 19, 2021; August 9, 2021; August 12, 2021 (Special Meeting); August 23, 2021; September 20, 2021; November 8, 2021; and November 22, 2021; January 3, 2022; January 24, 2022 (Commission Retreat), March 7, 2022, March 21, 2022; May 2, 2022; May 16, 2022; September 19, 2022 (Regular Meeting); November 7, 2022; November 21, 2022; December 12, 2022; February 21, 2023; March 20, 2023; March 27 & 28, 2023 (Budget Hearing); May 1, 2023, May 15, 2023; and May 22, 2023 (Special Meeting). Discussion and possible action.

4.A) Minutes - 05152023 and 05222023

[HCC051523unapprovedUNOFFICIAL.pdf](#)  
[HCC05222023unapprovedUNOFFICIAL.pdf](#)

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MAY 22, 2023 THROUGH JUNE 5, 2023 (FOR POSSIBLE ACTION)
6. PUEBLO FIRE PROTECTION DISTRICT BOARD: PETITION TO CONVERT TO AN APPOINTED BOARD (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve a petition to convert the Pueblo Fire Protection District Board from an elected board to an appointed board per NRS 244.1645. Discussion and possible action.

6.A) Staff Memo - Pueblo Fire District Request [Staff](#)

[Memo - Pueblo Fire Board Request.pdf](#)  
[Assembly Bill No. 21-Commissioners Letter.pdf](#)  
[2023-01-09 Pueblo Fire District-Minutes.pdf](#)  
[2023-02-13 Pueblo Fire District-Minutes.pdf](#)

7. REQUEST TO ALLOW A BANNER TO BE PLACED AT THE FRONT OF THE COURTHOUSE RECOGNIZING JUNE, 2023 AS ALZHEIMER'S AWARENESS MONTH (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of a request to place a banner at the front of the courthouse for the month of June, 2023 to make community members aware of the role of caregivers (many who work full time) and those living with dementia. Discussion and possible action.

7.A) Staff Memo - June 2023 Dementia Banner

[Staff Memo - Dementia 6-2023.pdf](#)

8. MORMON CRICKET MITIGATION UPDATE (INFORMATION ONLY)

State Entomologist Jeff Knight will provide an update regarding Mormon Cricket mitigation. Information only.

9. MOSQUITO AND BLACK FLY MITIGATION UPDATE (INFORMATION ONLY)

Vector Disease Control International (VDCI) will provide an update regarding mosquito and black fly mitigation. Information only.

9.A) VDCI Presentation

[Agenda Request-VDCI Presentation on Mosquito-Black Fly Abatement.pdf](#)

10. DIVISION OF PUBLIC & BEHAVIORAL HEALTH CONTRACT AMENDMENT FOR PUBLIC HEALTH NURSE (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of a contract with the Division of Public and Behavioral Health Community Health Services Program for the Community Health Nurse and services with an effective date of July 1, 2023 through June 30, 2025 in an amount not to exceed \$246,008.48. Discussion and possible action.

10.A) Staff Memo - Div of Pub & BH Contract

[Staff Memo-Div Of Pub & Behav Health Contract\\_2023.pdf.pdf](#)

[Div of Pub & Behav Health Contract 7-1-2023 - 6-30-2025.pdf](#)

11. WINNEMUCCA CONVENTION & VISITORS AUTHORITY: REQUEST TO WAIVE THE ATTRITION POLICY TO HIRE FOR A VACANT POSITION (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to waive the attrition policy to hire for for an Administrative Clerk I, II, III which is now vacant. Discussion and possible action.

11.A) Staff Memo -WCVA Waive attrition policy

[Staff Agenda Report Template - WCVA Booking Clerk.pdf](#)

12. EMERGENCY MANAGER: COMMUNITY WILDFIRE PROTECTION PLAN AND EMERGENCY APP FOR SMART PHONES PRIVACY POLICY (FOR POSSIBLE ACTION)

A. Consideration, discussion and possible approval of the Community Wildfire Protection Plan and to authorize County Manager Dave Mendiola and Emergency Manager Carol Lynn to sign the plan. Discussion and possible action.

B. Consideration, discussion and possible approval of a new privacy policy for the smart phone app for emergency and educational notification. Discussion and possible action.

12.A) Emergency Manager - CWPP Review & Smart App Privacy Policy

[Agenda Request - CWPP\\_rev.pdf](#)

[2023 CWPP Risk Assessment -.pdf Agenda - Smartphone app Privacy Policy\\_rev.pdf Smart Phone Privacy policy.pdf](#)

13. COMPTROLLER: BUDGET AUGMENTATIONS FOR THE 2022-2023 FISCAL YEAR (FOR POSSIBLE ACTION)

Consideration, discussion, and possible approval of resolutions to augment the fiscal year 2022-2023 budgets of the General Fund in the amount of \$720,500; the Road Fund in the amount of \$60,000; the Cooperative Extension Fund in the amount of \$12,000; the Sixth Judicial District Court Fund in the amount of \$35,000; the Events Complex Fund in the amount of \$55,000; the Compensated Absences Fund in the amount of \$250,000; and the Nevada 95-80 Regional Development Authority Fund in the amount of \$5,000. Discussion and possible action.

- 13.A) Comptroller - FY 22-23 Budget Augmentation
  - [Staff Report Budget Augmentations.pdf FY23](#)
  - [Resolution to Augment General Fund.pdf](#)
  - [FY23 Resolution to Augment Road Fund.pdf](#)
  - [FY23 Resolution to Augment Cooperative Ext Fund.pdf](#)
  - [FY23 Resolution to Augment Compensated Absences Fund.pdf](#)
  - [FY23 Resolution to Augment 6th Judicial Dist Fund.pdf](#)
  - [FY23 Resolution to Augment Events Complex Fund.pdf](#)
  - [FY23 Resolution to Augment NV 95 80 RDA Fund.pdf](#)

14. COMPTROLLER: PERS RATE INCREASE TO APPOINTED MANAGEMENT AND ADMINISTRATIVE POSITIONS (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve either splitting the PERS rate increase or Humboldt County covering the full rate increase for the positions in the Appointed Management and Administrative positions for fiscal year 2023-2024. Discussion and possible action.

- 14.A) Comptroller - Admin & Appointed Official Salary
  - [Staff Report Appointed Management and Admin salaries.pdf](#)
  - [Management Administrative and Appointed Official Salary Worksheet FY24.pdf](#)

15. COMPTROLLER: FINANCIAL REPORT (INFORMATIONAL ONLY)

Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2023 (July 1, 2022 through June 30, 2023), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Information Only.

16. PLANNING DEPARTMENT: SET TO PUBLIC HEARING: (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by the County Clerk for the following:

**RH-23-22** – Zone Change request submitted by Regional Planning Commission on behalf

of Tom Hoss to change the C (Commercial) zoning designation to M-L (Light Industrial) zoning designation. Subject property is located at 5880 W Rose Creek Road; assessor's parcel # 13-0092-13. Discussion and possible action.

16.A) Staff Memo - Set to Public Hearing RH-23-22  
[RH-23-22.pdf](#)

17. CLERK: SET TO PUBLIC HEARING: (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by staff the following:

A nuisance complaint filed against property located at 3200 E. Donald Lane, Winnemucca, Nevada and owned by Bill Strack.

17.A) Clerk - Set to Public Hearing - Donald Lane  
Nuisance [Commission Packet - Strack.pdf](#)

18. CLERK: REQUEST TO DESIGNATE AREAS AT BUILDINGS UNDER THE COUNTY COMMISSIONS' CONTROL FOR THE GATHERING OF SIGNATURES (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval pursuant to NRS 293.127565 for the Board of County Commissioners to designate areas at buildings under their control for the gathering of signatures and to authorize the Chairman to sign; locations to include – Humboldt County Courthouse, Humboldt County Annex Building, Humboldt County District Attorney's Office, Winnemucca Public Library, Denio Public Library, McDermitt Public Library and Humboldt County Road Department Building. Discussion and possible action may also occur regarding the designating of areas at the Winnemucca Events Complex to include the Exhibit Hall and the Events Center. Discussion and possible action.

18.A) Clerk - Designate areas for gathering of  
signatures [Signature Designation packet.pdf](#)

19. WINNEMUCCA EVENTS COMPLEX RENTAL HANDBOOK UPDATE AND REQUEST TO REPLACE GRANDSTAND DECKING (FOR POSSIBLE ACTION)

- A. Consideration, discussion and possible acceptance for the revised Winnemucca Events Complex Rental Handbook, Rules, Regulations & Fees (the "Rules"). Discussion and possible action.
- B. Consideration, discussion and possible approval to have Magana & Sons Construction replace the wooden walk-way planks and the wooden infrastructure that holds up the walk-way, located in the WEC Outdoor Grandstands in an amount

not to exceed \$28,000. Discussion and possible action.

19.A) Staff Memo - WEC

[Agenda Request Form WEC Rules Regs with attachments.pdf](#)

[Grandstand Decking Agenda Request and attachments.pdf](#)

20. PUBLIC WORKS DEPARTMENT: REQUEST TO PURCHASE A USED DUMP TRUCK OR SEMI-TRACTOR (FOR POSSIBLE ACTION) AND GENERAL ROAD PROJECTS UPDATE (FOR INFORMATION ONLY)

A. Consideration, discussion and possible approval to solicit quotes and to purchase a used dump truck or semi tractor in an amount not to exceed \$100,000.

Discussion and possible action.

B. 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.

20.A) Public Works Memo - Used dump truck purchase [Staff](#)

[Report Used Dump Truck or Semi 06052023.pdf](#)

21. DISTRICT ATTORNEY: REQUEST FOR APPROVAL OF LEXIS-NEXIS ADDENDUM TO CURRENT CONTRACT (FOR POSSIBLE ACTION)

A. Consideration, discussion and possible approval of an addendum to the current contract with Lexis-Nexis for a new feature in an amount of \$22 per month per user. The District Attorney's Office is looking to add 3 users. Discussion and possible action.

21.A) District Attorney - On-call Stipend and Lexis-Nexis addendum

[DA - Lexis Nexis Addendum.pdf](#)

22. SHERIFF'S OFFICE: REQUEST TO APPROVE CONTRACT WITH DR. ROBBIE GRANT TO PROVIDE MEDICAL SERVICES AT THE DETENTION CENTER (DISCUSSION AND POSSIBLE ACTION)

Consideration, discussion and possible approval of a contract with Dr. Robbie Grant to provide medical services to the inmates and provide oversight for the Detention Center Nurse. Discussion and possible action.

22.A) Sheriff Memo - Contract with Dr. Robbie Grant

[Sheriff - Grant Contract.pdf](#)

[Dr. Grant Contract.pdf](#)

23. SHERIFF: REQUEST FOR ADDITIONAL FUNDING FOR BULLETPROOF VEST PLAN TO COVER UNFUNDED BALANCE (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of a request from the Humboldt County Sheriff to have the County Commissioners to approve \$14,220 in funds to complete the acquisition the vests that were originally discussed at the March 6, 2023 Commission meeting. Due to a discrepancy in the DOJ Grant Award Program, the county will need to cover the unfunded portion of the grant to purchase the vests. Discussion and possible

action.

23.A) Sheriff Staff Memo - Purchase Vests  
[Staff Report - Vest Purchase.pdf](#)

24. SHERIFF: LIQUOR BOARD

Sheriff Cardenas is requesting that the Humboldt County Liquor Board be convened. Consideration, discussion and possible action of the following:

A. Sheriff Cardenas is requesting one special Liquor License on behalf of Kevin Pasquale for the Paradise Valley Fire Department for the Father's Day BBQ on June 18, 2023.

24.A) Sheriff - Liquor Board

[Staff Report Liquor License Special - Paradise Valley Fire Dept.pdf](#)

25. FACILITIES MAINTENANCE : REQUEST TO APPROVE PROPOSAL TO REPAIR COUNTY PARKING LOTS; REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF RESTORATION FOR EAST WING OF COURTHOUSE; REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF REPAIR FOR VETERANS BUILDING; REQUEST TO APPROVE PROPOSAL TO COMPLETE ROOF RESTORATION FOR WINNEMUCCA MOUNTAIN REMOTE BUILDING (FOR POSSIBLE ACTION)

A. Consideration, discussion and possible approval of a proposal from Superior Services, Inc to seal coat, seal cracks, and stripe the parking lots of county properties in an amount not to exceed \$61,359.00. Discussion and possible action.

B. Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof restoration for the East Wing of the Courthouse in an amount not to exceed \$78,620.00. Discussion and possible action.

C. Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof repairs for the Veterans Building in an amount not to exceed \$9,875.00. Discussion and possible action.

D. Consideration, discussion and possible approval of a proposal from CTR Roofing to complete the roof restoration for the Winnemucca Mountain Remote Building in an amount not to exceed \$15,250.00. Discussion and action.

25.A) Staff Memos - Repair parking lots and roof repairs and restoration

[Staff Report - County Parking Lots Fills and Supporting Documents.pdf](#)

[Staff Report - East Wing Courthouse Roof Restoration and Documents.pdf](#)

[Staff Report - Veterans Center Roof Repair and Supporting Documents.pdf](#)

[Staff Report - Winnemucca Mtn Remote Building Roof Restoration and Supporting Documents.pdf](#)

26. HUMAN RESOURCES: PRESENTATION OF EMPLOYEE ENGAGEMENT SURVEY RESULTS BY CPS HR (INFORMATION ONLY)

Presentation of Humboldt County's first employee engagement survey results by Dr. Don

Schutt, Senior Project Consultant with the Institute for Public Sector Employee Engagement. For discussion and information.

26.A) Staff Memo - Employee Survey

[Humboldt County, Nevada - Employee Engagement Survey Results.pdf](#)  
[Action Plan Recommendations for Humboldt County.pdf](#)  
[Action Plan Resources List.pdf](#)

27. HUMAN RESOURCES: APPROVAL OF LACTATION POD PURCHASE FOR COURTHOUSE FACILITY (FOR POSSIBLE ACTION)

Consideration of, discussion, and possible approval of a request to purchase an Americans with Disabilities Act (ADA) accessible lactation pod from Brighter Booth for placement in the Humboldt County Courthouse for an amount not to exceed \$12,945.00 to meet the requirements of NRS 1.095 and provide a discreet space for select employees and members of the public to express breast milk. For discussion and possible action.

27.A) Lactation Pod Supporting Documents

[20230516 Quote from Brighter Booth.pdf](#)  
[20230516 Quote from Mamava.pdf](#)  
[Brighter Booth ADA Breastfeeding Pod\\_White.jpg](#)  
[Mamava 230210-Capabilities-Statement-State-and-Local-Government.pdf](#)  
[Brighter Booth Product Card\\_ADA Breastfeeding Pod.pdf](#)  
[Brighter Booth Specs\\_ADA Breastfeeding Pod.pdf](#)  
[Mamava 230210-Mamava-XL-Info\\_Sheet.pdf](#)  
[20230530 Staff Report for Lactation Pod Purchase.pdf](#)

28. HUMAN RESOURCES: APPROVAL OF NEW JOB DESCRIPTIONS FOR ASSISTANT COUNTY MANAGER, COUNTY MANAGER, AND HUMAN RESOURCES DIRECTOR (FOR POSSIBLE APPROVAL)

Consideration, discussion and possible approval of three new job descriptions for the positions of Assistant County Manager, County Manager, and Human Resources Director. This request does not include salary recommendations due to the unavailability of fiscal year 2023-2024 wage ranges from certain sister counties whose data is used to create a salary recommendation. Discussion and possible approval.

28.A) Supporting Documents for Proposed Job Descriptions

[20230530 Staff Report for Proposed Job Descriptions.pdf](#)  
[20230530 DRAFT - County Manager Job Description.pdf](#)  
[20230530 DRAFT - Assistant County Manager Job Description.pdf](#)  
[20230530 DRAFT - Human Resources Director Job Description.pdf](#)

29. DISCUSSION ON STATE OF EMERGENCY RESOLUTION REGARDING WILD HORSE AND BURRO POPULATIONS ON PUBLIC LANDS IN HUMBOLDT COUNTY (FOR POSSIBLE ACTION)

Consideration, discussion and possible action regarding request from Lander County to support a Resolution passed by the Lander County Board of Commissioners to declare a State of Emergency on public lands due to overpopulation of wild horses and burros. Discussion and possible action.

29.A) Wild Horse Resolution

[Agenda Request-Wild Horse-Burro Resolution Discussion.pdf](#) [Emergency Resolution\\_WH&B Mgt\\_Lander County\[53\].pdf](#)

30. REVIEW OF LEGISLATIVE BILLS AND BILL DRAFT REQUESTS (BDR) THAT ARE BEING CONSIDERED IN THE 2023 NEVADA LEGISLATURE (FOR POSSIBLE ACTION)

Updates regarding Senate and House Bills that could impact Humboldt County financially or otherwise that the County would like to be involved and heard on during the legislative session. Discussion and possible action.

31. COUNTY MANAGER: DISCUSSION REGARDING THE RECRUITMENT FOR COUNTY MANAGER DAVE MENDIOLA'S REPLACEMENT IN MARCH 2024. (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to establish a process and timeframe for the recruitment of a replacement for County Manager Dave Mendiola's retirement in late March 2024, Discussion and possible action.

32. MISCELLANEOUS REPORTS AND CORRESPONDENCE

1. Other information and upcoming meetings

June 6, 2023 Winnemucca City Council Meeting

June 8, 2023 Regional Planning Committee Meeting

June 19, 2023 Humboldt County Board of Commissioners Meeting  
(Could change to June 20, 2023 depending on State Legislative outcome).

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, Humboldt County Elk Planning Steering

Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

33. FUTURE AGENDA ITEMS

Whether an item will be placed on a future agenda will be subject to the chairman and/or legal counsel's determination.

34. 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.

35. ADJOURNMENT

36. NOTICE:

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

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 located on the first page of this agenda.

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.humboldtcountynv.gov/> (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 Manager's Office is the location where the supporting material is available to the public.

# CERTIFICATE OF POSTING

PLACES POSTED: Humboldt Co. Courthouse, 50 W. 5th St., Rooms 201, 205, & 207 at 9:00 A.M. By: MC

Humboldt County Website: <https://www.humboldtcountynv.gov> at \_\_\_\_\_ A.M. By: \_\_\_\_\_

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

MEETING DATE: June 5, 2023  
DATE POSTED: May 31, 2023 POSTED BY: MICHELLE COOK

**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 the County Manager's Office, 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.

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(1) Mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;  
fax: (202) 690-7422; or  
email: [intake@usda.gov](mailto:intake@usda.gov)

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# HUMBOLDT COUNTY

50 W. 5<sup>th</sup> Street  
Winnemucca, Nevada 89445  
[www.hcnv.us](http://www.hcnv.us)

## STAFF REPORT

**DATE:** Tuesday, May 23, 2023  
**TO:** County Commission  
**FROM:** Gina Rackley, Comptroller  
**SUBJECT:** Budget Augmentation

**REQUESTED AGENDA DATE:** June 5, 2023

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### **SUMMARY**

Necessary Budget Augmentations for the Fiscal Year 2023

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

All budget augmentations for the current fiscal year must be adopted and submitted to the Department of Taxation before the close of the fiscal year.

### **PREVIOUS ACTION**

There has been no previous action regarding the fiscal year 2023 budget augmentations.

### **BACKGROUND**

#### **It is necessary to augment the General Fund in the amount of \$720,500**

Most of the augmentations necessary for departments in the General Fund are to Group Insurance. At the time that the budget was submitted to the State, employee negotiations had not been finalized. The monthly stipend increased from \$950 per month to \$1,300 per month for each employee. If a department had vacancies throughout the fiscal year, they were able to absorb the increase, those that did not resulted in the need for an augmentation.

The other augmentations necessary are for the Commissioners for dues and assessments, Elections, Detention Center, Emergency Management, Public Defender and Insect Control as expenses were greater than anticipated.

Due to the large payouts in Compensated Absences this last fiscal year, primarily in the Sheriff's Office due to the change of command, the Compensated Absences fund is currently in a negative balance therefore an additional \$100,000 will need to be transferred from the General Fund to the Compensated Absences Fund. A break down of the account numbers that will be augmented are on page 2:

Commissioners	100-001-52072	Dues & Assessments	\$ 12,000.00
County Manager	100-002-51101	Group Insurance	\$ 9,000.00
Elections	100-003-52012	Elections	\$ 38,000.00
Elections	100-003-52024	Postage	\$ 4,000.00
Clerk	100-004-51101	Group Insurance	\$ 18,000.00
Treasurer	100-005-51101	Group Insurance	\$ 14,000.00
Assessor	100-007-51101	Group Insurance	\$ 23,000.00
Comptroller	100-010-51101	Group Insurance	\$ 5,000.00
Planning	100-011-51101	Group Insurance	\$ 1,000.00
Communications	100-012-51101	Group Insurance	\$ 12,000.00
Sheriff	100-030-51101	Group Insurance	\$ 75,000.00
Detention	100-031-52059	Groceries	\$ 65,000.00
Detention	100-031-52110	Inmate Supplies	\$ 10,000.00
Detention	100-031-52988	Extradition	\$ 3,500.00
Emergency Mgmt	100-036-51101	Group Insurance	\$ 12,000.00
Emergency Mgmt	100-036-52010	Service & Supplies	\$ 2,000.00
Emergency Mgmt	100-036-55302	Vehicles	\$ 13,500.00
DA	100-040-51101	Group Insurance	\$ 22,200.00
Child Support	100-041-51101	Group Insurance	\$ 12,300.00
Justice Court	100-042-51101	Group Insurance	\$ 17,500.00
Public Defender	100-048-51101	Group Insurance	\$ 10,000.00
Public Defender	100-048-52032	Conflict Counsel	\$ 60,000.00
Public Defender	100-048-52111	Mental Health Eval	\$ 50,000.00
Alt Public Defender	100-049-51101	Group Insurance	\$ 6,500.00
Insect Control	100-061-52041	Mosquito Control	\$125,000.00

**It is necessary to augment the Road Fund in the amount of \$60,000.** These additional resources are necessary for Group Insurance 202-000-51101.

**It is necessary to augment the Cooperative Extension Fund in the amount of \$12,000.** These additional resources are necessary for Group Insurance 203-000-51101.

**It is necessary to augment the Sixth Judicial District Court Fund in the amount of \$35,000.** These additional resources are necessary for Group Insurance 205-043-51101

**It is necessary to augment the Events Complex Fund in the amount of \$55,000.** These additional resources are necessary for Services and Supplies. \$35,000 for 212-070-52010 and \$20,000 for 212-073-52010.

**It is necessary to augment the Compensated Absences Fund in the amount of \$250,000**  
These additional resources are necessary to cover the paid compensated absences when employees retired or terminated from employment.

**It is necessary to augment the Nevada 95-80 Regional Development Authority Fund in the amount of \$5,000.**

These additional resources are necessary for Group Insurance 220-000-51101 Group Insurance in the amount of \$3,000 and Travel & Training 220-000-52062 in the amount of \$2,000.

**FISCAL IMPACT**

Total Fiscal Impact is \$1,13,7500 and the resources which are available to cover these additional costs is beginning fund balance greater than anticipated.

**RECOMMENDATION**

Approve the Resolutions to augment the General Fund, Road Fund, Cooperative Extension Fund, Sixth Judicial District Fund, Events Complex Fund, Compensated Absences Fund and Nevada 95-80 Regional Development Fund.

**LIST SUPPORTING DOCUMENTS IF APPLICABLE:**

Attached Resolutions to augment the General Fund, Road Fund, Cooperative Extension Fund, Sixth Judicial District Fund, Events Complex Fund, Compensated Absences Fund and Nevada 95-80 Regional Development Fund.

General Fund, Assessor's Technology Fund and the Indigent Services Fund.

**POSSIBLE MOTION**

Move to approve the Resolutions to augment the General Fund, Road Fund, Cooperative Extension Fund, Sixth Judicial District Fund, Events Complex Fund, Compensated Absences Fund and Nevada 95-80 Regional Development Fund.



# HUMBOLDT COUNTY

50 W. 5<sup>th</sup> Street  
Winnemucca, Nevada 89445  
[www.hcnv.us](http://www.hcnv.us)

## STAFF REPORT

**DATE:** Monday, June 12, 2023  
**TO:** County Commission  
**FROM:** Tami Rae Spero – Humboldt County Clerk  
**SUBJECT:** Request for waiver of Attrition Policy  
**REQUESTED AGENDA DATE:** **June 20, 2023**

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### SUMMARY

A request from the Humboldt County Clerk for approval of a waiver of the Attrition Policy.

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

The position being filled become vacant due to the resignation of an employee effective July 5, 2023.

### PREVIOUS ACTION

This is a first request

### BACKGROUND

During previous budget hearings an additional full-time position was approved for the Clerk's Office. With that approval the Office is making great strides in addressing back logs in a number of areas. Should this position not be filled it will result in a return to the prior employee level which is not sufficient given the duties handled by the Office. In the past this Office has had between seven and eight employees on site. With the current staffing there is six. The employee who has departed was assigned to primarily to the senior court clerk position as well as various other duties within the Office. Given the current court schedule as well as the impending election cycle the loss of this position will have significant impact on the Office.

### FISCAL IMPACT

This should result in no additional impact on the payroll line item as the position is currently contained in the Clerk's budget .

### RECOMMENDATION

No recommendation offered. I just thank the Commission for considering my request.

### LIST SUPPORTING DOCUMENTS IF APPLICABLE:

No documentation submitted

**POSSIBLE MOTION**

To approve the waiver of the attrition policy for the Humboldt County Clerk for an Administrative Clerk I, II or III.