



Humboldt County Board of Commissioners
June 20, 2023 at 8:30 AM
Meeting Minutes

Those present were Vice-Chairman Jesse Hill, Commissioners Tom Hoss and Mark Evatz, Deputy District Attorney Michael Macdonald, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero. Chairman Ken Tipton appeared via Teams. Commissioner Ron Cerri was not in attendance.

CALL TO ORDER: Vice-Chairman Hill 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: Vice-Chairman Hill asked for public comment. Debra Lyon appeared before the Commission and offered public comment regarding issues with the condition of Lambert Drive including potholes and the dangers when traveling it; that the culverts have not been installed; that the conditions of the road are dangerous and she is tired of it, this has been an issue for seven years and it needs to get done. 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, and June 5, 2023. Vice-Chairman Hill asked for corrections for the minutes of June 5, 2023; none offered. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the minutes as posted for June 5, 2023 meeting.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR JUNE 15, 2023, THROUGH JUNE 20, 2023:

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

To approve the expenditures for Humboldt County for June 15, 2023 through June 20, 2023 as presented.

8:35 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 FY23-24 funds in an amount not to exceed \$761,499.46.

A copy of the Nevada Public Agency Insurance Pool Member Coverage Summary from A and H Insurance

was included on the on-line agenda for review. Scott Rottman and Marianne Rottman appeared before

the Commission on behalf of A and H Insurance and Steven Romero appeared before the Commission on

behalf of Pool/Pact. Ms. Rottman addressed the Commission as to what A and H provides to Humboldt

County, research done on alternative markets noting that the Pool is providing the broadest coverage in

one packet but noted that additional coverages have been added by the Pool, the deductible for the

County, options provided for mitigation of increases; she reviewed items contained in the proposal as

provided. Discussion ensued regarding the Cyber Risk Coverage and the reduction in coverage though the

issue is growing and why and how to address the reductions including obtaining outside coverage and the

importance of risk assessments and addressing what is identified. Ms. Rottman continued reviewing the

proposal including a deductible analysis that had been prepared a recommendation that the County go

with a \$10,000.00 deductible and explained. Mr. Romero discussed the Pool explaining membership, that

they are the managers, what is included such as assessments for network and jail, grants provided,

Knowbe4 training, the e-learning platform and provided HR services. Commissioner Hoss asked if there

is anything out there to assist with the CDL training as the County has to provide training and noted the

costs. Mr. Romero stated that he does not know of anything but that he will look into it and see what can

be provided. Comptroller Rackley offered comment on the recommended deductible increase and

recommended that the decision be made to go with the \$10,000.00 deductible. The following motion

was made by Commissioner Evatz:

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That based on the recommendation of the Comptroller and County Manager and others that have looked at this, that we approve the proposed renewal from the Nevada Public Agency Insurance Pool and approve it at the \$10,000.00 deductible amount in an amount not to exceed \$761,499.46.

Commissioner Tipton asked about the amount. The following amended motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

That based on the recommendation of the Comptroller and County Manager and others that have looked at this, that we approve the proposed renewal from the Nevada Public Agency Insurance Pool and approve it at the \$10,000.00 deductible amount in an amount not to exceed \$699,912.19.

Vice-Chairman Hill recessed the meeting at 8:59 a.m. and reconvened at 9:01 a.m.

9:00 A.M. PUBLIC HEARING: AN ORDINANCE AUTHORIZING THE ISSUANCE BY HUMBOLDT COUNTY, NEVADA, OF ITS WATER REVENUE BONDS IN THE COMBINED MAXIMUM AGGEGRATE PRINCIPAL AMOUNT OF \$2,400,000: Consideration, discussion and possible action to approve or deny an ordinance authorizing the issuance by Humboldt County, Nevada, of its Water Revenue Bonds, Series 2023A, Series 2023B and Series 2023C in the combined maximum aggregate principal amount of \$2,400,000 for the purpose of financing water projects; providing the form, terms and conditions thereof and covenants relating to the payment of the bonds; and providing the effective date hereof. Included on the on-line agenda for review was a copy of the Notice of Public Hearing, a copy of the proposed Ordinance, a copy of proposed State of Nevada Drinking Water State Revolving Fund Loan Contract No. DW2308 and , a copy of proposed State of Nevada Drinking Water State Revolving Fund Loan Contract No. DW2309. Vice-Chairman Hill read the title of the item set to public hearing. Manager Mendiola reviewed the request for the Commission noting that the debt is handled by the users and provided detail as to how the \$2.4 million is broke out. Deputy District Attorney Macdonald reviewed minor changes made to the proposed ordinance including the addition of the bill and ordinance numbers and a change to the signature block as the Chairman was participating remotely. Comptroller Rackley noted that JNA Consulting is available via Teams for questions and noted the payments would be semi-annual. Commissioner Evatz asked about the time-frame for paying this off, the interest percentage and the cost to the users. Comptroller Rackley responded. Vice-Chairman Hill asked for questions from the Commissioners. Commissioner Hoss asked where the cost for the advertising would come from. Manager Mendiola responded explaining what is being looked at with the community outreach plan. Commissioner Hoss asked where the funds would come from for the necessary repairs for the water system. Manager Mendiola responded explaining why he believes the State Revolving Fund should be leveraged for those costs. Commissioner Hoss noted his

stance that the money should not come out of the pocket of the taxpayers, that the users should be responsible; he noted that he is not seeing that information in what is being presented, so he has concerns that we have not got the money for the overhaul. Manager Mendiola responded explaining what has occurred including that experts in the field have found this plan to be solid; he agreed that something could happen but noted what is in place to prevent that. Commissioner Evatz asked if a portion of the users' bill is currently structured for maintenance and support. Manager Mendiola responded. Discussion ensued. Commissioner Tipton stated his understanding and support. Vice-Chairman Hill asked for public comment; none offered. The following motion was made by Commissioner Tipton:

That we move forward with the ordinance authorizing the issuance by Humboldt County, Nevada of its water revenue bonds in the combined maximum aggregate principle amount of \$2,400,000.00 as amended from Assistant District Attorney Michael Macdonald.

Commissioner Evatz questioned the cost of the new well. Manager Mendiola responded. Vice-Chairman called Commissioner Tipton's motion to a vote and it passed with Vice-Chairman Hill and Commissioners Tipton and Evatz voting aye, Commissioner Hoss voting nay and Commissioner Cerri being absent. Comptroller Rackley reviewed the time-line for the Commission.

(Ordinance No. 06-20-23)

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

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. A copy of the proposed Resolution was included on the on-line agenda for review. Comptroller Rackley reviewed the request for the Commission. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

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To approve the resolution for committed fund balance to close the June 30, 2023 fiscal year with the amount to be determined associated with the August compliance date.

(Resolution No. 06-20-23)

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 2023-2024, should they be approved by the Board of Commissioners to appointed officials later this year. A copy of the proposed Resolution was included on the on-line agenda for review. Comptroller Rackley reviewed the request for the Commission. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve a resolution for the annual cost-of-living adjustment and merit increase as captured in the resolution.

(Resolution No. 06-20-23a)

REQUEST TO APPROVE ADDITIONAL EXPENSE TO THE AMERICAN RESCUE PLAN ACT: Consideration, discussion and possible action to approve the request from the Paradise Valley Fire District to use ARPA funds to pay Fred's Tree Service to trim the large cottonwood trees in the Paradise Valley Firemen's park in an amount not to exceed \$3,240. A copy of the cost proposal from Fred's Tree Service was included on the on-line agenda for review. Comptroller Rackley reviewed the request for the Commission noting that the committee had approved the request and it qualifies for the funding. The following motion was made by Commissioner Tipton and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the request from the Paradise Valley Fire District for the use of ARPA funds to have Fred's Tree Service to trim the large cottonwood trees at Paradise Valley Fireman's Park in an amount not to exceed \$3,240.00.

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 that PILT funding had been received.

CLERK: Clerk Tami Rae Spero appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for an Administrative Clerk I, II or III. Clerk Spero reviewed the request for the

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

To approve the waiver of the attrition policy to hire for a full-time administrative clerk one two or three for the Clerk's Office.

JUVENILE SERVICES: Juvenile Services Director Pauline Salla appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for a full-time Youth Advisor position that became vacant June 16, 2023 and a full-time Probation Officer that became vacant June 16, 2023. Director Salla reviewed the request for the Commission. After discussion the following motion was made by Commissioner Tipton and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To waive the attrition policy to hire a full-time youth advisor position and a full-time probation officer.

REQUEST TO APPROVE CONTRACTS FOR A PROJECT MANAGER AND FOR AN ARCHITECT: Consideration, discussion and possible approval of a contract with JR Builders to be the Juvenile Services Project Manager for the Buildout of a full kitchen, washroom, mudroom, and closet for the Transitional Living Center and H+K Architects for building design and blueprints. Copies of the proposed contract between the Sixth Judicial District Court and Jon Burhans, Contractor and the proposed agreement with Hershenow & Klippenstein Architects Ltd were included on the on-line agenda for review. Director Salla reviewed the request for the Commission noting that the funding for this project is through the ARPA funds and there is a December 2024 deadline for spending those funds. Commissioner Hoss asked about the costs and how the funding is broken out. Director Salla responded. Commissioner Tipton asked about funding that appears to have been spent earlier and how the payments will be made. Director Salla responded noting that, if an extension is needed, it will be brought back before the Commission. Vice-Chairman Hill asked how the project manager was identified. Director Salla responded noting that she had reached out to others with no response but Mr. Burhans had responded and that she appreciated his work ethic and chose to go with him. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the Juvenile Services request for a contract with JR Builders to be the Project Manager for the full kitchen build-out including washroom, mudroom and closet for the Transitional Living Center.

Director Salla reviewed the request from H & K Architects for building design and blueprints. The following motion was made by Commissioner Tipton and passed with Vice-Chairman Hill and Commissioner Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

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To approve the H and K Architects for building design and blueprints.

Vice-Chairman Hill stated that the Commission would move on to item 15 on the agenda

BUILDING AND SAFETY: Building Inspector I Tyler Anderson appeared before the Commission.

REQUEST TO PURCHASE OR LEASE A REPLACEMENT FORD F-150 TRUCK: Consideration, discussion and possible approval to terminate the lease on the GMC and get a full-size gas Ford F-150 pickup with a cost to be determined. If purchased the cost will be \$53,000 from Humboldt Ford and if leased through Enterprise Fleet Management, the cost of leasing will go up by \$5,000/annually. Inspector Anderson reviewed the request for the Commission. Manager Mendiola noted that purchase might be better given the mileage used and indicated that budget augmentation would have to occur whether it is purchase or lease. Commissioner Tipton asked about the cost for buying out the lease and using the current leased vehicle as a trade-in. It was noted that the buy-out figure had not been provided by Enterprise. Vice-Chairman Hill asked why this item was not included in the budget hearings that just occurred. Inspector Anderson responded explaining that they weren't worried about it at the time. Vice-Chairman Hill stated that based on what he has heard, he would be in favor of buying it outright noting the ability to have it serviced locally. Commissioner Hoss asked if there are any other vehicles available. Discussion ensued. Commissioner Hoss asked about the work being done. Inspector Anderson responded. After discussion the following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve a request to purchase a Ford F-150 pickup at a cost quoted from Humboldt Ford at \$53,000.00 and that we terminate the lease on the existing one, when it makes sense to do so, in conjunction with receipt of the new pick-up or identification of something to use in the mean-time.

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

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 project was completed, road work in the county, the repairing of damaged roads due to washouts and that fence is due to be installed this week on the backside of the shop. Vice-Chairman Hill asked about the plan to work on roads in the sand dunes area and the installation of the culverts. Director Kalkoske responded. Commissioner Evatz asked about the blading of Lambert Road. Director Kalkoske responded. Commissioner Evatz noted his concerns with pushing out the maintenance of Lambert Drive. Director Kalkoske responded that they do maintain the road, that there won't be new gravel won't be put in place until the project is addressed and that the

residents of the area said no to mag chloride; he noted his review of the road and that it is not any worse than any other road in the County. Commissioner Evatz commented on the need to proceed with the project for the Lambert bridge repair. Discussion ensued regarding the use of county personnel to do the project or using a contractor; Director Kalkoske stated that he has not received any quotes as of yet. Commissioner Evatz asked for a firm project completion date by the next meeting. Discussion ensued. Commissioner Hoss asked who would be doing the fencing. Director Kalkoske responded.

Vice-Chairman Hill recessed the meeting at 9:54 a.m. reconvening at 9:58 a.m.

Vice-Chairman Hill stated that the Commission would return to item 14 on the agenda.

SHERIFF'S OFFICE: Sheriff Angel Cardenas and Under Sheriff Damon Kuskie appeared before the Commission.

REQUEST CREDIT CARD LIMIT INCREASE: Consideration, discussion and possible action for a request to increase the limit on the WellsOne Credit Card for the Sheriff's Office from \$5000.00 to \$10,000.00. Under Sheriff Kuskie reviewed the request for the Commission. Discussion ensued. County Treasurer Rhona Lecumberry stated that she had no issues with this request noting that this department is very good with their paperwork and that it assists with offsetting charges for the service. After discussion the following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the request to increase the credit card limit for the Sheriff's Office from \$5,000.00 to \$10,000.00.

LIQUOR BOARD: Sheriff Cardenas convened the Humboldt County Liquor Board at 10:16 a.m. and reviewed and recommended approval for one special Liquor License on behalf of Brian Ford, Back Burner Smoke Haus for the McDermit Street Dance on July 3, 2023 in the Community Center Parking Lot. The following motion was made by Commissioner Hill, was seconded and passed with Commissioner Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To honor the liquor license for July 3rd for the Smokehouse Grill for the event in McDermit.

Sheriff Cardenas adjourned the Liquor Board meeting at 10:18 a.m.

HUMAN SERVICES: Comptroller Gina Rackley and Human Resources representative Kellie Kranovich appeared before for the Commission on behalf of Human Services Director Denni Byrd who was unable to attend the meeting.

REQUEST TO RECLASSIFY PUBLIC GUARDIAN POSITION TO CASE WORKER POSITION: Consideration, discussion and possible approval to reclassify a current employee from the Public Guardian/Caseworker to Case Worker due to both positions doing the same work responsibilities since the Public Guardian

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responsibilities have not been transferred to Human Services. The position will result in a change of salary for the Public Guardian employee to match that of the Case Worker position. The increase was planned and approved during the fiscal year 2023-24 budget, thus there will not be an increase in the salary requirements for FY24. Comptroller Rackley and Ms. Kranovich reviewed the request for the Commission. Discussion ensued including the status of the transition of guardianship duties. After discussion the following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioners Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the reclassification of a current employee from the public guardian/case worker to case worker; this position will result in a change of salary for the public guardian employee to match that of the caseworker position.

RESOURCE CONCEPTS INC AGREEMENT RENEWAL: Consideration, discussion and possible approval of an agreement between Humboldt County and Resource Concepts, Inc (RCI) for a new agreement for consulting and technical support for public lands and natural resources issues that will run from July 1, 2023 through June 30, 2025 in an amount not to exceed \$30,000. The current agreement will expire on June 30, 2023. Manager Mendiola reviewed the request noting that he is recommending an increase to the cost of \$5,000.00. Commissioner Tipton commented on the need for this type of service. Commissioner Hoss stated his support for this request. The following motion was made by Commissioner Tipton and passed with Vice-Chairman Hill and Commissioner Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve between Humboldt County and Resource Concepts a new agreement for consulting and technical support for public lands and natural resource issues that will run from July 1, 2023 through June 30, 2025 in an amount not to exceed \$30,000.00.

ADOPTION OF STATE OF EMERGENCY RESOLUTION REGARDING WILD HORSE AND BURRO POPULATIONS ON PUBLIC LANDS IN HUMBOLDT COUNTY: Consideration, discussion and possible action to adopt a Resolution declaring a State of Emergency on public lands regarding due to overpopulation of wild horses and burros. Lander, Elko and Eureka County have requested that Humboldt County support a Resolution passed by the Lander County that will alert the state's congressional delegation of the deteriorating situation on the ground on Nevada's public lands. Manager Mendiola reviewed the request for the Commission noting changes to the proposed resolution from when it was previously discussed. Commissioner Tipton commented for the record that we need to reach out to and involve former Commissioner French because he is the Chairman of the National Wild Horse and Burro Advisory Board. Commissioner Evatz asked what other counties have done this and offered comment on the importance

of that for impact. Manager Mendiola offered comment. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioner Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To approve the resolution for Humboldt County regarding the over population of wild horses and burros as stated in this agenda item.

(Resolution No. 06-20-23b)

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. Vice-Chairman Hill noted that this is a standing item. Manager Mendiola commented on discussion that has occurred with the Chairman as to how recruitment will be handled and explaining his recommendation that the person be brought on in December. Commissioner Evatz stated his agreement and offered comment on the use of a search firm probably sooner rather than later. Discussion ensued. Manager Mendiola suggested that he could put a time-line together along with responsibilities that would need to be accomplished for the Commission's consideration. Commissioner Evatz asked to obtain proposals from search firms to determine the cost. The following motion was made by Commissioner Evatz and passed with Vice-Chairman Hill and Commissioner Tipton, Hoss and Evatz voting aye and Commissioner Cerri being absent:

To request that the County Manager, with the support from appropriate staff including HR and Commissioner interaction, put together the fundamental pieces that we would then use to author up a RFP.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1. Other information and upcoming meetings: The following upcoming meetings were noted on the agenda - June 20, 2023 Winnemucca City Council Meeting, June 27, 2023 Humboldt General Hospital Board Meeting, July 10, 2023 Humboldt County Board of Commissioners Meeting, July 13, 2023 Regional Planning Committee Meeting, July 24, 2023 Humboldt County Board of Commissioners Meeting and July 25, 2023 Humboldt General Hospital Board Meeting.

2. Reports from Commissioners regarding other Boards and Committees on which they serve: Vice-Chairman Hill noted an upcoming Opioid Litigation meeting and a Humboldt Development Authority meeting tomorrow. Commissioner Evatz reported on a State Lands Use Planning Advisory Committee meeting that he had attended. Commissioner Hoss reported on a planning meeting at the Museum for

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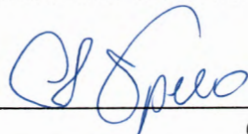
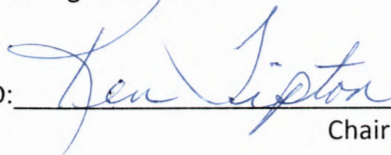
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the new expansion, his attendance at the grand opening for the Winnemucca Neighborhood Center, an Airport Board meeting and a meeting with Airport Board consultants and the Airport Board Chairman to inspect and evaluate some of the problems at the airport. Commissioner Tipton commented on work with the Manager as to the hiring of that position and discussion with consultant Andy Reiber about the proposed new rule.

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 noted the need to include on a future agenda the process of recruitment for his position as well as the Grass Valley nitrate situation and what is being looked at/discussed with that including a request to engage with the City. Commissioner Hoss commented on the benefit of being able to combine the County sewer situation with the City as it would save money so it needs to be looked at. Commissioner Hoss requested that an item be placed on the next agenda for discussion and possible action regarding the retention of an independent group to investigate, report and provide recommendations to the county on the physical, legal and environmental impacts of the chemical transloading site at the airport; he also would like to know why another agenda item, asked for by Jamie Nicotera, was not addressed and put on an agenda. Commissioner Evatz asked for an item to be included on an upcoming agenda about creation of a dog control district and the need to address training and processes to continue to utilize the county courthouse for the display of banners/lighting to support communication and enhanced awareness. Manager Mendiola commented on what had occurred in the most current situation as to the use of the county's scissor lift and the renting of a unit to remove the banner that was in place.

PUBLIC COMMENT: Vice-Chairman Hill asked for public comment. Comptroller Rackley appeared before the Commission and offered comment on the restitution situation as to the amount that was distributed in today's expenditures and what is occurring with those funds still remaining. No further public comment offered.

ADJOURNMENT: ~~Vice-Chairman Hill~~ adjourned the meeting at 11:04 a.m.

ATTEST:  Clerk APPROVED:  Chairman

(Minutes approved by the Commission and signed by the Chairman on 7-10-2023)

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Tuesday, June 20, 2023
8:30 AM

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

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

Click here to join the meeting:
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Or by phone: +1 775-446-0241, Conference ID: 568 198 115#

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, and June 5, 2023. Discussion and possible action.

4.A) Minutes - 06052023

[HCC060523unapprovedUNOFFICIAL.pdf](#)

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR JUNE 15, 2023, THROUGH JUNE 20, 2023 (FOR POSSIBLE ACTION)
6. 8:35 A.M. ACCEPTANCE OF RENEWAL PROPOSAL FROM NEVADA PUBLIC AGENCY INSURANCE POOL (FOR POSSIBLE ACTION)

Consideration, discussion, and possible approval of the renewal proposal from the Nevada Public Agency Insurance Pool and approval for payment from FY23-24 funds in an amount not to exceed \$761,499.46. Discussion and possible action.

6.A) POOL Renewal Documents

[POOL Memo FY23-24 \(2\).pdf](#)

[2324 A and H POOL Proposal \(1\).pdf Coverage Comparison.pdf](#)

[HC Premium- Loss History Breakdown.pdf](#)

7. 9:00 A.M. PUBLIC HEARING: AN ORDINANCE AUTHORIZING THE ISSUANCE BY HUMBOLDT COUNTY, NEVADA, OF ITS WATER REVENUE BONDS IN THE COMBINED MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$2,400,000 (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve or deny an ordinance authorizing the issuance by Humboldt County, Nevada, of its Water Revenue Bonds, Series 2023A, Series 2023B and Series 2023C in the combined maximum aggregate principal amount of \$2,400,000 for the purpose of financing water projects; providing the form, terms and conditions thereof and covenants relating to the payment of the bonds; and providing the effective date hereof. Discussion and possible action.

7.A) Staff Memo - Gold Country Ordinance

[GCW Notice of Public Hearing.pdf](#)

[Agenda Request Revenue Bond Ordinance Gold Country Water 06-20-2023.pdf](#)
[Bond Ordinance Humboldt SRF \(56871980v2\) - 2023-06-14 MM.rev.2.pdf](#)
[DW2308 Humboldt County Draft Contract \(1\).pdf](#)
[DW2309 Humboldt County Draft Contract \(1\).pdf](#)

8. COMPTROLLER: RESOLUTION FOR COMMITTED FUND BALANCES
(FOR POSSIBLE ACTION)

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. Discussion and possible action.

8.A) Comptroller Resolution for Committed Fund Balances
[Staff Report GASB 54.pdf](#)
[FY 23 Commitment Resolution for GASB 54.pdf](#)

9. COMPTROLLER: RESOLUTION AND APPROVAL OF ANNUAL COST OF LIVING
ADJUSTMENT AND MERIT INCREASE FOR APPOINTED OFFICIALS (POSSIBLE
ACTION)

Consideration, discussion, and possible approval of a Cost of Living Adjustment and Merit increase for Fiscal Year 2023-2024, should they be approved by the Board of Commissioners to appointed officials later this year. Discussion and possible action.

9.A) Comptroller - 2023-2024 COLA and Merit Resolution
[2023 -2024 Dept-Officials Merit and COLA - employees COLA.pdf](#)

10. COMPTROLLER: REQUEST TO APPROVE ADDITIONAL EXPENSE TO THE
AMERICAN RESCUE PLAN ACT (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve the request from the Paradise Valley Fire District to use ARPA funds to pay Fred's Tree Service to trim the large cottonwood trees in the Paradise Valley Firemen's park in an amount not to exceed \$3,240. Discussion and possible action.

10.A) Comptroller - Paradise Valley Fire District ARPA funds request
[Staff Report ARPA Additional Request.pdf](#)
[Fred's Tree Service.pdf](#)

11. 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.

12. CLERK: REQUEST TO WAIVE ATTRITION POLICY (FOR POSSIBLE ACTION)

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

12.A) Clerk - Staff request to waive attrition policy
[Staff Agenda Report Request for Waiver of Attrition Policy 062023.pdf](#)

13. JUVENILE SERVICES: REQUEST TO WAIVE ATTRITION POLICY AND REQUEST TO APPROVE CONTRACTS FOR A PROJECT MANAGER AND FOR AN ARCHITECT (FOR POSSIBLE ACTION)

A. Consideration, discussion and possible approval to waive the attrition policy to hire for a full-time Youth Advisor position that became vacant June 16, 2023 and a full-time Probation Officer that became vacant June 16, 2023. Discussion and possible action.

B. Consideration, discussion and possible approval of a contract with JR Builders to be the Juvenile Services Project Manager for the Buildout of a full kitchen, washroom, mudroom, and closet for the Transitional Living Center and H+K Architects for building design and blueprints. Discussion and possible action.

13.A) Staff Memo - Juvenile Services Attrition Waiver
[Juvenile Attrition 062023.pdf](#)
[Agenda Request Contracts 062023.pdf](#)
[Burhans Draft Contract JUVENILE SERVICES.pdf](#)
[Humboldt County Juvenile Services Facility Expansion Owner-Architect Agreement Draft.pdf](#)

14. BUILDINGS AND SAFETY: REQUEST TO PURCHASE OR LEASE A REPLACEMENT FORD F-150 TRUCK (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to terminate the lease on the GMC and get a full-size gas Ford F-150 pickup with a cost to be determined. If purchased the cost will be \$53,000 from Humboldt Ford and if leased through Enterprise Fleet Management, the cost of leasing will go up by \$5,000/annually. Discussion and possible action.

14.A) Staff Memo - GMC replacement pickup request
[Agenda Request Form Building Inspector Truck 06-20-23.pdf](#)
[Humboldt ford quote .pdf](#)

15. PUBLIC WORKS DEPARTMENT: GENERAL ROAD PROJECTS (FOR INFORMATION ONLY)

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.

16. SHERIFF'S OFFICE: REQUEST CREDIT CARD LIMIT INCREASE (FOR POSSIBLE ACTION)

Consideration, discussion and possible action for a request to increase the limit on the WellsOne Credit Card for the Sheriff's Office from \$5000.00 to \$10,000.00. Discussion and possible action.

16.A) Sheriff - Credit Card Limit Increase Request
[Staff Report - WellsOne Credit Card.pdf](#)

17. 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 Brian Ford, Back Burner Smoke Haus for the McDermitt Street Dance on July 3, 2023 in the Community Center Parking Lot. Discussion and possible action.

17.A) Sheriff - Liquor Board
[Staff Report Liquor License-Special-Back Burner Smoke Haus-McDermitt Street Dance.pdf](#)

18. HUMAN SERVICES: REQUEST TO RECLASSIFY PUBLIC GUARDIAN POSITION TO CASE WORKER POSITION (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to reclassify a current employee from the Public Guardian/Caseworker to Case Worker due to both positions doing the same work responsibilities since the Public Guardian responsibilities have not been transferred to Human Services. The position will result in a change of salary for the Public Guardian employee to match that of the Case Worker position. The increase was planned and approved during the fiscal year 2023-24 budget, thus there will not be an increase in the salary requirements for FY24. Discussion and possible action.

18.A) Reclassification
[Agenda Request Reclassification Hu Svcs 06-20-23.pdf](#)
[MEMO - Reclassification 06.12.23.pdf](#)

19. RESOURCE CONCEPTS INC AGREEMENT RENEWAL (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of an agreement between Humboldt County and Resource Concepts, Inc (RCI) for a new agreement for consulting and technical support for public lands and natural resources issues that will run from July 1, 2023 through June 30, 2025 in an amount not to exceed \$30,000. The current agreement will expire on June 30, 2023. Discussion and possible action.

19.A) Staff Memo - RCI Contract Renewal

[Agenda Request RCI Contract Agreement.pdf](#)

[2023 RCI Fee Sch-Humboldt County on-call 2023 jd-jm L5-29.pdf](#)

[2023-06-19 Contract - HU Co Template w Fee Schedule - RCI_Final.pdf](#)

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

Consideration, discussion and possible action to adopt a Resolution declaring a State of Emergency on public lands regarding due to overpopulation of wild horses and burros. Lander, Elko and Eureka County have requested that Humboldt County support a Resolution passed by the Lander County that will alert the state's congressional delegation of the deteriorating situation on the ground on Nevada's public lands. Discussion and possible action.

20.A) Resolution

[Agenda Request-Wild Horse-Burro Resolution 06-20-23.pdf](#)

[Emergency Resolution_WH&B Mgt_Humboldt County 06-20-23.pdf](#)

21. 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.

22. MISCELLANEOUS REPORTS AND CORRESPONDENCE

1. Other information and upcoming meetings

June 20, 2023 Winnemucca City Council Meeting

June 27, 2023 Humboldt General Hospital Board Meeting

July 10, 2023 Humboldt County Board of Commissioners Meeting

July 13, 2023 Regional Planning Committee Meeting

July 24, 2023 Humboldt County Board of Commissioners

Meeting July 25, 2023 Humboldt General Hospital Board Meeting

2. Reports from Commissioners regarding other Boards and Committees on which they serve, including POOL/PACT Board, National Wild Horse & Burro Advisory Board, Nevada Association of Counties (NACO), Regional Airport Board, Humboldt River Basin Water Authority (HRBWA), Western Interstate Region (WIR), Legislative Interim Land Council, Humboldt Development Authority (HDA), Winnemucca Visitors & Convention Authority (WCVA), Hospital Board, Humboldt Foundation, Northeastern Nevada Regional Development District (NNRDA), Humboldt County Elk Planning Steering Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

23. 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.

24. 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.

25. ADJOURNMENT

26. 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 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.humboldtcountynev.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, _____ A.M. By: _____

MEETING DATE: June 20, 2023

DATE POSTED: June 14, 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 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.

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

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should Contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-9339. Additionally, program information may be made available in languages other than English.

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

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

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

fax: (202) 690-7422; or

email: intake@usda.gov

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