



Humboldt County Board of Commissioners
March 17, 2025 at 8:30 a.m.
Meeting Minutes

Those present were Chairman Mark Evatz, Commissioners Ron Cerri, Ken Tipton, Jesse Hill and Paige Brooks, Chief Deputy District Attorney Anthony Gordon, County Manager Don Kalkoske and Clerk of the Board Tami Rae Spero.

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

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

PUBLIC COMMENT: Chairman Evatz asked for public comment; no public comment offered.

CONGRESSMAN MARK AMODEI WILL ADDRESS THE BOARD: Congressman Mark Amodei will address the Board on a variety of issues. This item was tabled to be re-scheduled when the Congressman is available.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes: June 25, 2019; August 5, 2019; August 19, 2019; February 24, 2025 and March 3, 2025. Chairman Evatz, Commissioner Hill and Commissioner Brooks stated that they would be approving to form only on the minutes of 2019 as they had not been on the Commission at the time. Commissioner Tipton stated that he would be approving as to form only on the minutes of August 5, 2019 as he had not been in attendance. Chairman Evatz asked for corrections of the minutes as offered; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the meeting minutes as presented.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 3, 2025 THROUGH MARCH 17, 2025. The following motion was made by Commissioner Brooks and passed unanimously:

To approve the expenditures as submitted.

SSR MARIGOLD MINE UPDATE: Representatives from SSR Marigold Mine will provide an update. Anton, Richard, Lauren appeared before the Commission on behalf of SSR Marigold Mine. Anton Kruger, General Manager, Richard Zagle, Study Manager and Heather Nelson, Senior Community Relations Specialist appeared before the Commission. Managers Kruger and Zagle reviewed a power point presentation for the Commission detailing information related to the mine. A question and answer period with the Commission ensued.

COMPTROLLER: Comptroller Gina Rackley and Deputy Comptroller Weston Noyes appeared before the Commission.

REQUEST TO DESIGNATE DRAKE, ROSE, & ASSOCIATES AS THE AUDITOR FOR HUMBOLDT COUNTY: Consideration, discussion and possible approval to designate Drake, Rose & Associates as the auditor for Humboldt County for the 2025 Fiscal Year. Andree Rose with Drake, Rose & Associates appeared before the Commission. Comptroller Rackley reviewed the request for the Commission. The following motion was made by Commissioner Hill and passed unanimously:

To designate Drake, Rose and Associates as the Auditor for Humboldt County for the 2025 fiscal year.

REQUEST TO APPROVE CORRECTIVE PLAN OF ACTION: Consideration, discussion and possible approval of the Corrective Plan of Action to violations of law or regulation as identified in the Fiscal Year 2023/2024 audit. A copy of the Staff Report and proposed plan of action was included on the online agenda for review (a copy of the signed plan attached hereto). Comptroller Rackley reviewed the findings identified in the audit and corrective plan of action for each. Commissioner Hill asked for additional information as to the finding related to the Golconda GID. Comptroller Rackley responded. District Attorney Kevin Pasquale appeared before the Commission and discussed the finding related to restitution and explained the amount of approximately \$4,000.00 that was unable to be identified through the efforts of the District Attorney's staff and the former DA and the plan to transfer the leftover funds to State Unclaimed. Comptroller Rackley responded noting that the efforts made to identify the funds that were distributed was done by the County Treasurer and Comptroller not by the District Attorney's Office and that last year's corrective action plan included a public campaign to try and find who the money was owed to but that was never done; she stated that there is approximately \$10,000.00 still unidentified, which belongs to someone and she believes turning this over to the State without trying to find them is an embarrassment. Chairman Evatz offered that it appears that there is still some coordinated work or exchange of ideas that needs to be done. District Attorney Pasquale responded explaining what had occurred had predated both his term and Mr. Macdonald's term as DA, the countless number of hours put in by Mr. Macdonald and staff researching this situation which confirmed that names could not be put to the dollars which is not going to change and that the District Attorney's Office was never the appropriate place for the process noting that the current process takes the DA out of it completely. Chairman Evatz offered comment as to the need to not have this show up on another audit and the need to have clarity around the corrective action. District Attorney Pasquale commented that he does not see any issues with restitution going forward. Treasurer Rhona Lecumberry appeared before the Commission and commented on what restitution is being collected by her Office at this time noting that restitution ordered by the District Court is now being collected by the Department of Parole & Probation so there are only two old accounts that they are collecting on; she continued explaining what was occurring with restitution paid in the Justice Court and how she had wanted to meet with the District Attorney about doing something along those lines but that meeting never occurred; she noted that in a perfect world she would be given access to some of the older stuff so they could make one last effort to identify the people who the remaining funds are owed to as she knows who paid the restitution but not who it is owed to; she commented that she is just looking for a solution to get the money back to whom it is owed and that her concern with turning it over in one lump sum to the State identified as unknown owner is no one would be able to make a claim against it. Commissioner Hill asked if we couldn't get together and find a solution or agree that there is no solution; he noted this has been going on for

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all his time on the Commission and that he agrees with Chairman Evatz that we do not want to see this on a future audit. District Attorney Pasquale stated he would be happy to hear what ideas the Treasurer has as he would like to identify anyone that can be identified. Discussion ensued regarding issues that led to the issue including faulty software. Commissioner Cerri offered comments stating that if someone came in and said that everything was done, he would accept it, but that he thinks that everything has not been done. Commissioner Evatz suggested a cooperative effort to make sure this is resolved prior to the next audit. Commissioner Tipton asked if the portion related to the restitution needs to be carved out of any motion made. Comptroller Rackley suggested that any motion could include language directing the County Manager to coordinate meetings with the District Attorney, Treasurer and Comptroller to rectify the balance of that fund prior to submitting to the State of Nevada Unclaimed Property fund. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the corrective plan of action for the violations of law or regulation as identified in the Fiscal Year 2023/2024 audit with the request that the timely remittance of restitution payments part of this be rewritten and worked on to try to find out who the money is owed to and make that restitution prior to that one being approved.

FINANCIAL REPORT: Humboldt County Comptroller's Office will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2025 (July 1, 2024 through June 30, 2025). Deputy Comptroller Noyes reported on a meeting with the Department of Taxation as to the software conversion and its impact on centrally assessed revenues. Discussion ensued. Chairman Evatz suggested that the County Manager needs to reach out to NDOT and encourage response. Discussion continued. Deputy Comptroller Noyes continued reporting that budget requests are in, and binders have been prepared and are ready for the Commission to pick up; he noted that they have not received the revenue projections for property tax, but they look to have those soon.

DISTRICT ATTORNEY'S OFFICE: District Attorney Kevin Pasquale appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY TO HIRE FOR THE POSITION OF DEPUTY DISTRICT ATTORNEY: Consideration, discussion and possible approval to waive the attrition policy to hire for the position of Deputy District Attorney. District Attorney Pasquale reviewed the request for the Commission. Commissioner Brooks asked how the sign on bonus is managed and asked if it is forfeited if they do not make the two years. District Attorney Pasquale responded. Chairman Evatz suggested that, if it takes two years to train an individual, the bonus should not be paid until that point and suggested the need for consequences for failure to remain. The following motion was made by Commissioner Hill and passed unanimously:

For approval of the waiver to hire for Deputy D.A.

REQUEST TO RECLASSIFY LEGAL OFFICE SUPERVISOR POSITION: Consideration, discussion and possible approval to reclassify the Legal Office Supervisor position. District Attorney Pasquale reviewed the request for the

Commission. Commissioner Hill asked, from a legal standpoint, in moving to an exempt position are there things that could occur to get us into legal trouble. District Attorney Pasquale responded. Commissioner Hill asked if moving this position to an exempt supervisor will result in some duties that are no longer performed by this individual which will result in a request for additional employees. District Attorney Pasquale stated that he believes they have accounted for that in the job description. Discussion ensued regarding the impact of overtime on the position as it currently stands. Commissioner Tipton asked if this is the position in charge of the remittance and restitution. District Attorney Pasquale confirmed it was. Commissioner Hill noted concern with an employee working without proper compensation for overtime noting that moving the position to exempt would be appropriate and address said concern. The following motion was made by Commissioner Brooks and passed unanimously:

To approve to reclassify the Legal Office Supervisor position with the Stipulation that she works with Rhona to resolve this problem (restitution reimbursement).

Chairman Evatz recessed the meeting at 9:55 a.m. reconvening at 10:03 a.m. and moving to item 16, the public hearing at this time.

TREASURER: Treasurer Rhona Lecumberry appeared before the Commission.

REQUEST TO ADJUST REAL PROPERTY TAX ROLL: Consideration, discussion and possible approval of an adjustment of fiscal years 2023- 2024 and 2024-2025 Real Property Tax Roll for parcel number 03-0401-72/Cerri, Ron & Denise TTE. Treasurer Lecumberry reviewed the request for the Commission. Commissioner Cerri stated that he would be abstaining from action on this item as his name is on this item; he stated that this is not due to special treatment but based on research he had done related to the tax rates which he had then discussed with Assessor Heiser who had researched and identified an error. The following motion was made by Commissioner Brooks and passed with Chairman Evatz and Commissioners Tipton, Hill and Brooks voting aye and Commissioner Cerri abstaining:

To approve an adjustment of fiscal years 2023-2024 and 2024-2025 Real Property Tax Roll for parcel number 03-0401-72 not as a favor to Ron.

WINNEMUCCA DOMESTIC VIOLENCE SHELTER: Appearing on behalf of the Shelter were Michelle Hammond Allen, WDVS Board Chair and Leandra Garcia, Program Advocate.

REQUEST TO PLACE PINWHEELS ON COURTHOUSE LAWN AND TO USE COURTHOUSE PARKING LOT FOR RELATED ACTIVITIES: Consideration, discussion and possible approval of a request from Winnemucca Domestic Violence Shelter (WDVS) to utilize the lawn at the Courthouse to place Pinwheels and a banner for display throughout the month of April 2025 to bring awareness of child abuse to the community, and to utilize the parking lot across the street for booths to host children's activities, speakers, and a few food trucks on Saturday, April 5, 2025. The event would start at 11:00 a.m. and end at 1:00 p.m. Fire Truck, Ambulance, and SWAT Truck will also attend. Pinwheels

and banner will be removed by May 2, 2025. Chair Hammond Allen and Advocate Garcia reviewed the request for the Commission. The following motion was made by Commissioner Brooks and passed unanimously:

To let WDVS use the courthouse lawn and the courthouse parking lot for the pinwheels and related activities.

LIBRARY: Library Director Jessica Anderson appeared before the Commission.

REQUEST TO ACCEPT GRANT FOR SUMMER LEARNING ART PROGRAM: Consideration, discussion and possible approval to accept a Library Services and Technology Act grant for the Humboldt Library's Summer Learning Art Programming. Director Anderson reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve and accept the Library Services and Technology Act grant for the Library's Summer Learning Programming in the amount of \$10,000.00.

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

REQUEST TO RECRUIT FOR THE POSITION OF JUVENILE PROBATION OFFICER I: Consideration, discussion and possible approval to open recruitment for Juvenile Probation Officer I position. Director Salla reviewed the request to only post for recruitment of a probation officer. Discussion ensued regarding the impact of this on the critical need position in place, how critical need positions work, that the position is in the budget and that this is not a request to add an additional position. After discussion the following motion was made by Commissioner Brooks and passed unanimously:

To approve to open recruitment for Juvenile Probation Officer I position.

ASSESSOR: Assessor Andy Heiser appeared before the Commission.

REQUEST TO APPROVE ANNUAL SUPPORT AGREEMENT WITH GSA: Consideration, discussion and possible approval to accept the 2025-2026 annual support and maintenance fees for their obligations that are detailed in the Master Service Agreement and Hosting Workplan between GSA and Humboldt County. The annual support of the systems has an increase of 6%. Assessor Heiser reviewed the request for the Commission. Discussion ensued regarding the increase as to what causes it and how it is handled if the increase is significant. The following motion was made by Commissioner Hill and passed unanimously:

To accept the 2025-2026 annual support and maintenance fees for their obligations that are detailed in the Master Service Agreement and Hosting Workplan between GSA and Humboldt County. The annual support of the systems has an increase of six-percent.

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

10:00 A.M. PUBLIC HEARING: Chairman Evatz called the public hearing to order at 10:03 a.m. noting that this is a re-do due to failure to do statutory publication.

REQUEST FOR ABANDONMENT SUBMITTED BY BARBARA JACOBSEN: Consideration, discussion, and possible

approval for an Abandonment request submitted by Barbara Jacobsen to abandon a 30' x 1,876.06' easement recorded 4/29/1981 as File #212241; 30' x 1,420' Agricultural Easement recorded 1/16/1981 as File #10382; Assessor's parcel # 10-0111-04, located at 4865 Jones Lane, Winnemucca, Nevada. Chairman Evatz read the title of the item set for public hearing. Mrs. Lawrence reviewed what had previously occurred with this matter noting that statutory notice had been accomplished. Chairman Evatz asked for public comment; none offered. The following motion was made by Commissioner Brooks and passed unanimously:

For approval of an abandonment request submitted by Barbara Jacobsen to abandon a 30 foot by 1,419.65-foot easement recorded 4/29/1981 as File number 212241; 30 foot by 1,420 foot agricultural easement recorded 1/16/1981 as File #10382; Assessor's parcel # 10-0111-04, located at 4865 Jones Lane, Winnemucca, Nevada.

(Order of Abandonment AH-25-01)

HUMAN SERVICES: Human Services Director Denni Byrd appeared before the Commission.

REQUEST FOR ACCEPTANCE FOR THE WELFARE SET-ASIDE PROGRAM AGREEMENT: Consideration, discussion and possible approval to accept the Welfare Set-Aside program agreement, pending review and approval from the District Attorney's Office. This agreement provides funds for housing assistance. Director Byrd reviewed the request for the Commission noting review by legal counsel including discussion about the dates of the agreement which were appropriate. The following motion was made by Commissioner Tipton and passed unanimously:

To sign the WSAP agreement for 2024-2025.

PUBLIC WORKS DEPARTMENT: Public Works Director Daniel Ferraro appeared before the Commission.

REQUEST TO APPROVE RESOLUTION ESTABLISHING A SPEED LIMIT ON GETCHELL MINE ROAD: Consideration, discussion and possible approval of a resolution establishing a speed limit of 45 miles per hour on Getchell Mine Road. Sarah Edgar, Corporate Social Responsibility Manager, representing Nevada Gold Mines appeared before the Commission. Director Ferraro reviewed the request for the Commission noting his support for the request. Discussion ensued regarding signage, the need to enforce the speed limit, the portion of the road to be covered, that the current speed limit is 50 miles per hour, the need to make sure that the signs are compliant with required sign standards and the purpose for complying with sign requirements. The following motion was made by Commissioner Hill and passed unanimously:

To approve a resolution establishing a speed limit of forty-five miles per hour on Getchell Mine Road.

(Resolution No. 03-17-25/Roads)

REQUEST TO DONATE LAWNMOWER: Consideration, discussion and possible approval for a request to donate a decommissioned lawnmower to the Lowry High School Auto Tech Class. Director Ferraro reviewed the request for the Commission. The following motion was made by Commissioner Brooks:

To approve the request to donate a decommissioned lawnmower to the Lowry High School Auto Tech Class.

County Manager Kalkoske asked for an amended motion stating that the item is no longer of use by the County. The following amended motion was made by Commissioner Brooks and passed unanimously:

To approve the request to donate a decommissioned lawnmower to the Lowry High School Auto Tech Class as the equipment is no longer of use to the County.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Dan Ferraro 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 Ferraro reported on road work, road grading and cover on various roads in the County; he continued noting the receipt of the meters for the Gold Country and McDermitt replacement projects, that the diving crew will be here tomorrow to determine the condition of the drinking water tanks; he noted the upcoming mag chloride bid and water conference training. Commissioner Cerri asked about a right-of-way issue in Paradise. Director Ferraro explained what has occurred.

SHERIFF: Sheriff Angel Cardenas and Undersheriff Damon Kuskie appeared before the Commission.

REQUEST TO TRANSFER A PART-TIME DISPATCH OPERATOR POSITION TO A PART-TIME DISPATCH CLERICAL POSITION: Consideration, discussion and possible approval to transfer a part-time Dispatch Operator position to a part-time Dispatch Clerical position. Undersheriff Kuskie reviewed the request for the Commission. After discussion the following motion was made by Commissioner Brooks and passed unanimously:

To approve to transfer a part-time dispatch operator position to a part-time dispatch clerical position.

WINNEMUCCA EVENTS COMPLEX: Charlene Fetterley, WCVA Administrative Specialist, appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the position of Fairgrounds Attendant. Specialist Fetterley reviewed the request for the Commission. Commissioner Cerri noted the purpose of the attrition policy to determine if a position is needed; he asked if there are other options for this position. Specialist Fetterley explained why the position is a required. Based on a question from Commissioner Brooks, Specialist Fetterley confirmed that four people are always busy. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To waive the attrition policy for the open WEC facility attendant position.

Chairman Evatz recessed the meeting at 11:00 a.m. reconvening at 11:04 a.m.

COUNTY MANAGER: Manager Don Kalkoske appeared before the Commission.

REQUEST TO APPROVE CONTRACT WITH NDEP: Consideration, discussion and possible approval for Contract DW2307 with NDEP for funding for the design and land acquisition for a new well for the Gold Country Water System, and allow County Manager, Don Kalkoske to sign the loan documents. The loan for this project is

\$712,230.00, however this is a 0.00% interest loan. Additionally, we are eligible for a 100% subsidy on this loan. Manager Kalkoske reviewed the request for the Commission. Discussion ensued related to when the well will come on line; with Chairman Evatz stating that there should be a detailed project schedule and requesting that one be developed with Dowl. Manager Kalkoske commented on the difficulties with developing that. Discussion ensued. Commissioner Hill noted his frustration and concern that there is no end game/comprehensive plan for the project including the funding and costs. Public Works Director Ferraro offered comment (via Teams) on the lack of funding availability by the water entities themselves and so the need to rely on outside funding sources and issues that result from that as to getting a project done as those sources have ever-changing requirements. Chairman Evatz concurred. Discussion ensued regarding what is occurring related to the land acquisition including Manager Kalkoske reviewing cost estimates. Chairman Evatz again noted the importance of putting a lot more detail around this issue especially dates; he noted the importance of the Commission receiving detail as to what is driving the numbers. Commissioner Cerri stated that he cannot support this right now as his responsibility as a commissioner is to be prudent with spending taxpayers' money and these costs are astronomical. Manager Kalkoske noted that this amount was determined by the NDEP Board financing water projects and reviewed which items are included in this amount – the design, the test well and the property acquisition. Discussion ensued regarding the Commission's concerns and how the loan works. Commissioner Tipton stated that he believes we will need to jump through this hurdle if we are ever going to get to a point where we can do the well for Grass Valley. Chairman Evatz stated that he hears what is being said but stated that, if this is approved, the project needs to be aggressively managed. Discussion ensued. Commissioner Cerri stated his concern with having to approve something where the costs are way in excess. Discussion ensued including the ability of the Commission to see what is being spent, the past relationship with Dowl, the statutory requirements for counties to purchase property, the need for Dowl to provide more detail as to the costs and their portion and the possible impact for future funding through the State Revolving Fund if the Commission delays this request. The following motion was made by Commissioner Hill:

To approve the contract DW2307 with NDEP for funding for the design and land acquisition for a new well for the Gold Country Water System, and allow County Manager, Don Kalkoske to sign the loan documents. The loan for this project is agendized at \$712,230.00, however this is a 0.00% interest loan. Additionally, we are eligible for a 100% subsidy on this loan.

Commissioner Cerri asked for confirmation that the costs will be borne by Gold Country users and not the taxpayers of the whole county. Manager Kalkoske explained how the grant funding is applied for noting the loan forgiveness portion of the agreement. Discussion ensued regarding what happens with any funding that isn't used. After discussion Chairman Evatz called Commissioner Hill's motion to a vote, and it passed unanimously.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

Other information and upcoming meetings: Chairman Evatz reviewed the following scheduled meetings - March 18, 2025 Winnemucca City Council Meeting, March 24 & 25, 2025 Humboldt County Board of Commissioners Budget Meeting, April 7, 2025 Humboldt County Board of Commissioners Meeting, April 8, 2025 Winnemucca City Council Meeting and April 10, 2025 Regional Planning Commission Meeting.

Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Brooks reported on an Airport Board meeting, a Museum Board meeting, a water board meeting and a meeting regarding the City's proposed new pool. Commissioner Tipton reported on a legislative meeting including information on the elected officials pay bill. Commissioner Hill noted an upcoming Humboldt Development Authority meeting on the 19th. Commissioner Cerri noted an upcoming WCVA meeting and his intention to participate in the State Legislature's Ag Day. Chairman Evatz offered no report. Commissioner Brooks suggested that if the Commissioners have a chance they should look at the proposed pool design.

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 Kalkoske identified from today's meeting addressing the schedules for the projects for the Grass Valley work. Chairman Evatz clarified that would be for the water well for Gold Country and the sewer treatment facility. Manager Kalkoske concurred. Commissioner Hill asked about the status of the Buildings & Grounds building. Manager Kalkoske responded. Commissioner Hill noted that he had wanted an update on juvenile detention but had been told that there would be an item on an upcoming Commission agenda. Juvenile Services Director Pauline Salla appeared before the Commission (via Teams) and stated that she is on the agenda in April for a grant award and that discussion can also occur during budget hearings. Commissioner Tipton asked for an update on the Communications Project. Manager Kalkoske responded that an item is on the Commission agenda for April 7th. Commissioner Tipton noted that it would have been better to have the item prior to budget requests. Manager Kalkoske agreed but stated that schedules just didn't work for that to occur. Chairman Evatz asked when the item is presented that Director DeTullio have a comprehensive and robust look at the project including a detailed scope for the schedule as that has been requested previously; he agreed that it is too bad the matter wasn't considered a priority for the budget and suggested that could be kept in mind as the Commission approves or doesn't approve aspects of the budget. Commissioner Cerri asked for reports on the self-insurance plan and the status of the public defender's budget and services. Manager Kalkoske explained that the move to the State Public Defender's services will not occur until July and what the County's responsibilities are budget-wise.

Nothing further identified for future agendas.

PUBLIC COMMENT: Chairman Evatz asked for public comment. Juvenile Services Director Pauline Salla offered

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, March 17, 2025
8:30 AM

Humboldt County Courthouse Meeting Room 201
50 West Fifth Street,
Winnemucca, NV 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: 841 667 369#

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 the 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. ROLL CALL
4. 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.

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.

5. CONGRESSMAN MARK AMODEI WILL ADDRESS THE BOARD (INFORMATION ONLY)

Congressman Mark Amodei will address the Board on a variety of issues.
Information only.

6. APPROVAL OF MINUTES (POSSIBLE ACTION)

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 5, 2019 (Special); August 5, 2019; August 19, 2019; and March 3, 2025. Discussion and possible action.

6.A) Minutes

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[HCC080519unapprovedUNOFFICIAL.pdf](#)
[HCC022425unapproved.pdf](#)
[HCC030325unapprovedUNOFFICIAL.pdf](#)

7. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 3, 2025 THROUGH MARCH 17, 2025 (POSSIBLE ACTION)

8. SSR MARIGOLD MINE UPDATE (INFORMATION ONLY)

Representatives from SSR Marigold Mine will provide an update. Information only.

8.A) SSR Marigold

[SSR Marigold Request_Commission Agenda_March 17.pdf](#)

9. COMPTROLLER: REQUEST TO DESIGNATE DRAKE, ROSE, & ASSOCIATES AS THE AUDITOR FOR HUMBOLDT COUNTY ; REQUEST TO APPROVE CORRECTIVE PLAN OF ACTION (FOR POSSIBLE ACTION); FINANCIAL REPORT (INFORMATIONAL ONLY)

- A. Consideration, discussion and possible approval to designate Drake, Rose & Associates as the auditor for Humboldt County for the 2025 Fiscal Year. Discussion and possible action.
- B. Consideration, discussion and possible approval of the Corrective Plan of Action to violations of law or regulation as identified in the Fiscal Year 2023/2024 audit. Discussion and possible action.
- C. Humboldt County Comptroller's Office will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2025 (July 1, 2024 through June 30, 2025). Information Only.

9.A) Comptroller

[Staff Report Auditor Designation.pdf](#)
[2023 - 2027 Audit Agreement.pdf](#)
[Staff Report and Corrective Plan of Action.pdf](#)

10. DISTRICT ATTORNEY'S OFFICE: REQUEST TO WAIVE THE ATTRITION POLICY TO HIRE FOR THE POSITION OF DEPUTY DISTRICT ATTORNEY; REQUEST TO RECLASSIFY LEGAL OFFICE SUPERVISOR POSITION (POSSIBLE ACTION)

- A. Consideration, discussion and possible approval to waive the attrition policy to hire for the position of Deputy District Attorney. Discussion and possible action.
- B. Consideration, discussion and possible approval to reclassify the Legal Office Supervisor position. Discussion and possible action.

10.A) District Attorney

[Agenda Request Form Template Waiver Attrition Policy Caseworker Child Support 2024.pdf](#)
[20250317 Agenda Request Form - Office Manager DA's Office reclassification.pdf](#)
[District Attorney's Office - Reclassification.pdf](#)

11. TREASURER: REQUEST TO ADJUST REAL PROPERTY TAX ROLL (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of an adjustment of fiscal years 2023-2024 and 2024-2025 Real Property Tax Roll for parcel number 03-0401-72. Discussion and possible action.

11.A) Treasurer

[Roll Correction Form - 03-0401-72.pdf](#)

12. WINNEMUCCA DOMESTIC VIOLENCE SHELTER REQUEST TO PLACE PINWHEELS ON COURTHOUSE LAWN AND TO USE COURTHOUSE PARKING LOT FOR RELATED ACTIVITIES (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of a request from Winnemucca Domestic Violence Shelter (WDVS) to utilize the lawn at the Courthouse to place Pinwheels and a banner for display throughout the month of April 2025 to bring awareness of child abuse to the community, and to utilize the parking lot across the street for booths to host children's activities, speakers, and a few food trucks on Saturday, April 5, 2025. The event would start at 11:00 a.m. and ending 1:00 p.m. Fire Truck, Ambulance, and SWAT Truck will also attend. Pinwheels and banner will be removed by May 2, 2025. Discussion and possible action.

12.A) WDVS - Pinwheels 2025

[25 March_Agenda Request For Pinwheels for Prevention_County Commission.pdf](#)

13. LIBRARY: REQUEST TO ACCEPT GRANT FOR SUMMER LEARNING ART PROGRAM (POSSIBLE ACTION)

Consideration, discussion and possible approval to accept a Library Services and Technology Act grant for the Humboldt Library's Summer Learning Art Programming - Color Our world in the amount of \$10,000. Discussion and possible action.

13.A) Library

[2025.03.17 grant.pdf](#)
[LSTA GRANT GIA Signed.pdf](#)

14. JUVENILE SERVICES: REQUEST TO RECRUIT FOR THE POSITION OF JUVENILE PROBATION OFFICER I (POSSIBLE ACTION)

Consideration, discussion and possible approval to open recruitment for Juvenile Probation Officer I position. Discussion and possible action.

14.A) Juvenile Services

[Staff Report - JPO 022525.pdf](#)

15. ASSESSOR: REQUEST TO APPROVE ANNUAL SUPPORT AGREEMENT WITH GSA (POSSIBLE ACTION)

Consideration, discussion and possible approval to accept the 2025-2026 annual support and maintenance fees for their obligations that are detailed in the Master Service Agreement and Hosting Workplan between GSA and Humboldt County. The annual support of the systems has an increase of 6%. Discussion and possible action.

15.A) Assessor

[Staff Report - GSA Annual Contract Agreement.pdf](#)
[Humboldt 2025-2026 Extension Letter.pdf](#)

16. 10:00 A.M. PUBLIC HEARING: REQUEST FOR ABANDONMENT SUBMITTED BY BARBARA JACOBSEN (POSSIBLE ACTION)

Consideration, discussion, and possible approval for an Abandonment request submitted by Barbara Jacobsen to abandon a 30' x 1,876.06' easement recorded 4/29/1981 as File #212241; 30' x 1,420' Agricultural Easement recorded 1/16/1981 as File #10382. Assessor's parcel # 10-0111-04, located at 4865 Jones Lane, Winnemucca, Nevada. Discussion and possible action.

16.A) Public Hearing

[AH-25-01.pdf](#)
[Sun NPH \(2\).pdf](#)

17. HUMAN SERVICES: REQUEST FOR ACCEPTANCE FOR THE WELFARE SET-ASIDE PROGRAM AGREEMENT (POSSIBLE ACTION)

Consideration, discussion and possible approval to accept the Welfare Set-Aside program agreement, pending review and approval from the District Attorney's Office. This agreement provides funds for housing assistance. Discussion and possible action.

17.A) Human Services

[Staff Agenda Request 3.6.25.pdf](#)
[2025 WSAP Humboldt County Agreement.pdf](#)

18. PUBLIC WORKS DEPARTMENT: REQUEST TO APPROVE RESOLUTION ESTABLISHING A SPEED LIMIT ON GETCHELL MINE ROAD; REQUEST TO DONATE LAWNMOWER (POSSIBLE ACTION); GENERAL ROAD PROJECTS (INFORMATION ONLY)

- A. Consideration, discussion and possible approval of a resolution establishing a speed limit of 45 miles per hour on Getchell Mine Road. Discussion and possible action.
- B. Consideration, discussion and possible approval for a request to donate a decommissioned lawnmower to the Lowry High School Auto Tech Class. Discussion and possible action.
- C. A presentation by Humboldt County Public Works Director Dan Ferraro 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.

18.A) Public Works

[Staff Report-Getchell Mine Road speed limit-3-17-2025.pdf](#)
[Getchell Mine Road inspection 2-6-2025.pdf](#)
[Getchell Mine Road speed limit resolution_002.pdf](#)
[Staff Report - Donate Riding Lawnmower - 3-5-2025-revised.pdf](#)

19. SHERIFF: REQUEST TO TRANSFER A PART-TIME DISPATCH OPERATOR POSITION TO A PART-TIME DISPATCH CLERICAL POSITION (POSSIBLE ACTION)

Consideration, discussion and possible approval to transfer a part-time Dispatch Operator position to a part-time Dispatch Clerical position. Discussion and possible action.

19.A) Sheriff - Dispatch

[Agenda Request - Part-time Transfer - Dispatch.pdf](#)

20. WINNEMUCCA EVENTS COMPLEX: REQUEST TO WAIVE THE ATTRITION POLICY (POSSIBLE ACTION)

Consideration, discussion and possible approval to waive the attrition policy to hire for the position of Fairgrounds Attendant. Discussion and possible action.

20.A) WEC

[WEC -Waive Attrition Policy.pdf](#)

21. COUNTY MANAGER: REQUEST TO APPROVE CONTRACT WITH NDEP (POSSIBLE ACTION)

Consideration, discussion and possible approval for Contract DW2307 with NDEP for funding for the design and land acquisition for a new well for the Gold Country Water System, and allow County Manager, Don Kalkoske to sign the loan documents. The loan

for this project is \$712,230.00, however this is a 0.00% interest loan. Additionally, we are eligible for a 100% subsidy on this loan. Discussion and possible action.

21.A) County Manager

[Staff Report - DW2307 Contract 03172025.pdf](#)

[DW2307 Humboldt County Draft Loan Contract.pdf](#)

22. MISCELLANEOUS REPORTS AND CORRESPONDENCE

1. Other information and upcoming meetings:

March 18, 2025 Winnemucca City Council Meeting

March 24 & 25, 2025 Humboldt County Board of Commissioners Budget Meeting

April 7, 2025 Humboldt County Board of Commissioners Meeting

April 8, 2025 Winnemucca City Council Meeting

April 10, 2025 Regional Planning Commission 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), Central Nevada Regional Water Authority (CNRWA), 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).

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 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 the 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. 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.

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 location at the time and date listed on the first page of this 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.

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 _____, By: _____

State of Nevada Website: www.notice.nv.gov, _____ A.M. By: _____

MEETING DATE: March 17, 2025
DATE POSTED: March 12, 2025 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, audiotope, American Sign Language, etc.) should Contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-9339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html 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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Mark Evatz, Chair
Ron Cern, Vice Chair
Jesse Hill, Commissioner
Ken Tipton, Commissioner
Paige Brooks, Commissioner

Humboldt County, Nevada Board of Commissioners



March 7, 2025

State of Nevada - Department of Taxation
Keri Gransbery, Budget Analyst
Local Government Finance
3850 Arrowhead Dr.
Carson City, NV 89706

Subject: Corrective Action Plan for Audit Violations

During the presentation of the Fiscal Year 2024 audited Financial Statements for Humboldt County by our auditors Drake, Rose & Associates, it was identified that there was audit violations noted on page 43 and 177 of the financial statements which need to be addressed.

Per NRS 354.6245, within 60 days after delivery of the annual audit to the local government, the governing body shall advise the Department of Taxation what action has been taken to prevent recurrence of violation of law or regulation and to correct each continuing violation.

The plan for corrective action is as follows:

Expenditures Exceeded Appropriations

Finding Summary: Actual expenditures in the intergovernmental function of the General Fund exceeded appropriations by \$1,148 an apparent violation of NRS 354.626.

Corrective Plan of Action: This was a result of the invoice for City County Cost Share true-up billing not being received until after July 1st, which put the expenditure over budget and passed the time to allow for augmentation. The Comptroller has increased the budget and will monitor within the allowable timeframe to augment if necessary.

Finding Summary: Actual expenditures in the Self Insurance Fund exceeded appropriations by \$98,696 an apparent violation of NRS 354.626.

Corrective Plan of Action: This was the result of the "Incurred But Not Received" (IBNR) report that calculated the amount of billings that had not been received and paid by June 30. This is a new fund for Humboldt County and the City of Winnemucca and there was not account history to go from. The Comptroller will increase the budget to allow for the IBNR adjustment.

Finding Summary: Actual expenditures in the Television Fund exceeded appropriations by \$62,517, an apparent violation of NRS 354.626.

Corrective Plan of Action: This was the result of an Auditor's Year End Journal Entry to record Net Pension Liability. The Comptroller's office will discuss these auditor entries with the Auditor to determine if changes to the process of calculating the retirement expense should be made.

Approval of Board Minutes

Finding Summary: The Board of Commissioners of Humboldt County did not approve all minutes of their meetings within the latter of 45 days of the meeting or their next meeting, an apparent violation of NRS 241.035.

Corrective Plan of Action: All current meeting minutes are being addressed to conform with the 45 day requirements. Significant inroads have been made to the backlog of minutes. An outside source has been contracted with to prepare transcripts from recordings for the oldest minutes.

Timely Remittance of Restitution Payments

Finding Summary: The control system at the District Attorney's office is not sufficient to ensure timely and accurate remittance of all restitution payments to victims. This has resulted in an accumulation of unremitted collections being held in a fiduciary capacity by the County.

Corrective Plan of Action: The County Manager will coordinate meetings with the District Attorney's office, Comptroller's office and Treasurer's office to clear any outstanding restitution payments prior to submitting the outstanding balance to the State of Nevada Unclaimed Property Division.

Grants

Finding Summary: Internal control procedures at the County should be sufficient to ensure that all grant receipts are reported correctly in the financial records, and that sufficient information is obtained relative to the activity in order to prepare a complete and accurate Schedule of Expenditure of Federal Awards.

Corrective Plan of Action: All transactions will be scrutinized to ensure proper recording and reporting. Training will be provided to all staff involved in the identification and reporting of grants to ensure they are correctly accounted for and reported accurately.

Completeness of Balances and Review of Transactions

Finding Summary: Transaction processing and balance review procedures at the County should be sufficient to ensure that transactions are recorded in the correct year and are consistent with applicable accounting guidelines based upon the underlying transaction.

Corrective Plan of Action: The error was detected by County staff and an entry was recorded to correct the error which caused an incorrect receivable and payable balance between the two funds. Year-end review procedures will be implemented to ensure completeness and accuracy of balances.

Retention Payable

Finding Summary: Retention payable on projects must be recorded as a liability. Retention of \$48,631 was not recorded as a payable, resulting in understatements of construction in progress and payables.

Corrective Plan of Action: This was the result of the Golconda General Improvement District presenting an invoice for construction work being performed on a large grant funded water spring rehab project. It is very unusual for Humboldt County to be invoiced for retention. The Comptroller's office will review construction project invoices for all district's for any retention charges that may cross fiscal years.

Controls over Contracts

Finding Summary: Humboldt County should maintain a listing of all approved contracts to ensure that all resulting or related transactions are appropriately included in the County's books and records and that compliance related to contracts is monitored appropriately.

Corrective Plan of Action: This was a result of the lack of controls over approval and execution of contracts to ensure proper inclusion of all transactions in the County's financial statements. Humboldt County has purchased the contracts module for the County's financial software. The Comptroller's office has assumed the duty of overseeing the contracts and will enhance controls to ensure sufficient inclusion and monitoring of contracts.

Custody of Assets

Finding Summary: Communication between department heads and upper management of Humboldt County should be sufficient to ensure that any changes in processes are properly analyzed, and sufficient controls are in place in order to guarantee that proper custody of Humboldt County assets is maintained.

Corrective Plan of Action: This was the result of the Events Complex Director signing a contract that resulted in County funds being deposited in a non-County account and therefore no controls over the assets were provided. Humboldt County has reviewed and audited the bank account to identify the amount owed to the County. The software contract has been brought before the Commission for approval and signature. The funds are now being directly deposited into the Humboldt County bank account for recording to the events complex fund. Monthly reports will be prepared by events complex staff to reconcile the revenue received.

Internal Control Over Compliance – Subrecipient Monitoring

Finding Summary: Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, (Uniform Guidance) section 200.330, 332, and .332 requires that, as a pass-through entity, the County is responsible for identifying and reporting to the subrecipient the award information and applicable requirements to carrying out the award, as well as monitoring the activities of the subrecipient to ensure that the subaward is used for authorized purposes, complies with the terms and conditions of the subaward and achieves performance goals. Due to inadequate internal controls, the County did not provide complete and accurate subaward information to the subrecipient, and monitoring procedures were not performed. The County passed \$49,019 through to the Golconda Water District and did not perform adequate procedures to ensure subrecipient compliance.

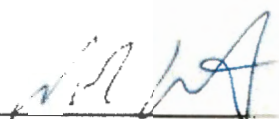
Corrective Plan of Action: Grant responsibilities have been transferred under the supervision of the Comptroller and will enhance control procedures to monitor the activities of subrecipients to ensure and document that the subaward was used for authorized purposes. Please note, that this was not deemed to be a questioned cost as no instances of material non-compliance were noted during the testing of subrecipients grant activities.

Internal Control Over Compliance – Procurement, Suspension, and Debarment

Finding Summary: Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, (Uniform Guidance) requires non-federal entities other than States to follow their own documented procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal statutes and the procurement requirements identified in 2 CFR sections 200.318 through 200.326. This includes using the small purchase methods only for procurements that meet the applicable criteria under 2 CFR sections 200.320(b).

Corrective Plan of Action: This is the result of a contract that was signed for engineering work on the Grass Valley Nitrate Mitigation project. Individuals involved in the procurement process incorrectly relied on NRS requirements governing professional services contracts and did not go out to bid for the services. Additionally, Humboldt County serves as the financial processor for the Humboldt River Basin Water Authority Advisory Board. The HRBWA received grant funds for the water right relinquishment program through the State of Nevada Division of Water Resources. The County will enhance communication with the executive director of the HRBWA to ensure that all procurement processes are followed and documented.

It has been moved to adopt the plan of corrective action as cited above and direct the Comptroller to forward this plan to the State of Nevada Department of Taxation.



Commission Chairman, Mark Evatz
Humboldt County Board of Commissioners