



**Humboldt County Board of Commissioners
October 21, 2024 at 8:30 a.m.
Meeting Minutes**

Those present were Chairman Jesse Hill, Commissioners Tom Hoss (via Teams), Ron Cerri and Ken Tipton, legal counsel Gabrielle Carr (via Teams), County Manager Don Kalkoske and Clerk of the Board Tami Rae Spero (via Teams). Commissioner Mark Evatz was not in attendance.

CALL TO ORDER: Chairman Hill called the regular meeting to order at a special place of meeting the Humboldt County Library Meeting Room, 85 E. 5th St., Winnemucca, Nevada.

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

PUBLIC COMMENT: Chairman Hill asked for public comment. Jennifer Tipton (via Teams) offered public comment as to her telephone number has been blocked by all county departments and asked who had caused that to be done; she continued offering comment regarding a road into her property as to concerns with her road being moved and lack of contact from the Commissioners as to a discussion she wishes to have with a commissioner as to criminal activity. She requested a response as to the telephone number being blocked issue.

Andy Heiser offered public comment as to a change log being provided to the Board of Commissioners and explained; he continued commenting on the receipt of audit findings related to a local business as to personal property and the amount added to the roll based on that audit.

Ms. Tipton asked if she could receive a response as to the telephone issues. Chairman Hill explained that back and forth commentary is not allowed during public comment but noted that her concerns would be looked into.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes. No minutes submitted for consideration.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR OCTOBER 7, 2024 THROUGH OCTOBER 21, 2024: The following motion was made by Commissioner Tipton and passed with Chairman Hill and Commissioners Hoss, Cerri and Tipton voting aye and Commissioner Evatz being absent:

To approve the expenditures for Humboldt County for October 7, 2024 through October 21, 2024 as presented.

SIXTH JUDICIAL DISTRICT SPECIALTY COURTS: REQUEST TO ACCEPT BUREAU OF JUSTICE ASSISTANCE GRANT AWARD: Consideration, discussion and possible approval to accept the Bureau of Justice Assistance Grant Award in the amount of \$1,000,000 to be awarded for the 2024 BJA FY 24 Adult Treatment Court Program for the next four years. District Court Judge Michael R. Montero appeared before the Commission and reviewed the request for the Commission. After discussion the following

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

That the Bureau of Justice Assistance Grant Award for the 2024 BJA FY 24 Adult Treatment Court Program be accepted.

COMPTROLLER: Deputy Comptroller Weston Noyes appeared before the Commission.

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), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Deputy Comptroller Noyes reviewed the revenues for the first quarter including what funding had impacted said revenues as well as the expenditures for the same quarter. Discussion ensued.

TREASURER: Treasurer Rhona Lecumberry and Assessor Andy Heiser appeared before the Commission.

REQUEST TO ADJUST FISCAL YEAR 24/25 REAL PROPERTY TAX ROLL:

A. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 14-0255-09. Assessor Heiser reviewed the request for the Commission.

B. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 07-0471-24. Assessor Heiser reviewed the request for the Commission.

C. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 07-0471-13. Assessor Heiser reviewed the request for the Commission.

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

To approve the roll adjustment forms number 14-0255-09, 07-0471-24 and 07-0471-13.

QUARTERLY FINANCIAL INVESTMENT REPORT: Humboldt County Treasurer Rhona Lecumberry will present the quarterly financial investment report. Treasurer Lecumberry reviewed what has been collected in the first and second installment of taxes and noted an adjustment to the manner in which she calculates the payroll amounts for reporting to the Commission; she continued reviewing investment amounts.

TECHNOLOGY SERVICES: Technology Services Director Mike DeTullio appeared before the Commission.

REQUEST TO AWARD THE BID FOR DOUBLE H AND EAGLE CREEK TELECOMMUNICATIONS PROJECTS:

Consideration, discussion and possible approval to award a bid for the purchase of public safety communication site towers for the Double H and Eagle Creek telecommunication project sites to Valmont Telecommunications, or Western Utility Telecom, or Eas Tex Tower, in an amount not to exceed \$194,857.00 including freight charges. Director DeTullio reviewed the request for the Commission noting the direction by the Commission to reach out regarding the typo within Western Utility Telecom's proposal which had been done and that confirmation had been received that the typo did not impact the pricing or any service provided and that the District Attorney's Office has confirmed that the issues would not impact the Commission going with Western Utility Telecom if that were the direction. Director DeTullio explained the reasons regarding the Department's recommendation of Valmont Telecommunications due to the department's history with the company. Discussion ensued regarding the issue. After discussion the following motion was made by Commissioner Cerri and passed with Chairman Hill and Commissioners Hoss, Cerri and Tipton voting aye and Commissioner Evatz being absent:

To award the bid for the Double H and Eagle Creek telecommunication towers to Western Utility Telecom in the amount of \$151,161.00.

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

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 grading, road cover work, pothole patching, that the service truck bid will be brought forward at the next meeting and information on the pump stolen a few years ago and the opportunity to purchase it from the insurance company; he noted a public warning related to cows on Jungo road noting the number hit so far this year and the need for people traveling the road to be aware.

Chairman Hill stated that the Commission would proceed to item 12 on the agenda as it is not time for the Public Hearings.

10:00 A.M. **PUBLIC HEARING:** Chairman Hill called the public hearings to order at 10:00 a.m.

ABANDONMENT REQUEST SUBMITTED BY MANDY MADRID WITH REEVE & ASSOCIATES ON BEHALF OF GOLDEN GATE PETROLEUM OF NEVADA: Consideration, discussion and possible approval of a request form submitted by Mandy Madrid with Reeve & Associates on behalf of Golden Gate Petroleum of Nevada to abandon a portion (4,926 square feet) of the sewer easement recorded as Document #2008-902. Assessor's parcel #03-0598-12 in McDermitt, NV. Chairman Hill read the title of the item set to public hearing. Senior Planning Technician Betty Lawrence appeared before the Commission and reviewed the

request. Discussion ensued regarding the location. Manager Kalkoske offered comment explaining that this should not affect the sewer district. Chairman Hill asked for public comment. None offered. Based on direction from legal counsel, Mrs. Lawrence stated for the record that statutory publication and notification had been accomplished. The following motion was made by Commissioner Cerri and passed with Chairman Hill and Commissioner Hoss, Cerri and Tipton voting aye and Commissioner Evatz being absent:

To approve the abandonment request submitted by Mandy Madrid of Reeve and Associates on behalf of Golden Gate Petroleum to abandon a portion, 4,926 square feet, of the sewer easement recorded as document number 2008-902, Assessor's parcel number 03-0598-12 in McDermitt, Nevada.

(Abandonment Order AH-24-03)

NUISANCE COMPLAINT FILED ON ASSESSOR'S PARCEL #13-0457-06: Consideration, discussion, and possible action per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 3080 Mars Avenue, Winnemucca, NV, Assessor's Parcel Number 13-0457-06 and owned by Jose Flores/Petra Moran Munoz, to consider and determine whether or not substantial evidence is presented that a nuisance exists and if one does exist, possible order of the person or persons responsible for such nuisance to abate the same or other actions as allowed by Humboldt County Code 8.04 related to nuisances. Included on the online agenda for review was a copy of the Complaint and the Inspection Report prepared by the Humboldt County Sheriff's Office. Chairman Hill read the title of the item set to public hearing. Based on direction from legal counsel, Clerk Spero confirmed that the notice required by Code had been accomplished. Manager Kalkoske provided a report from the Sheriff as to a recent inspection. Chairman Hill asked if the property owner or person maintaining the property were present. No response. Chairman Hill asked for public comment. Janet Roberts, complainant, offered public comment as to the condition of the property and issues with the appearance of the property, the possible impact on property values and the increase in pests. No further public comment offered. Legal counsel Carr offered comment on what action the Commission could take. Commissioner Tipton stated that he had looked at the site and so understands the nuisance and agrees it should be cleaned up. Commissioner Tipton asked about the existence of CCRs for this area. Mrs. Lawrence responded. Chairman Hill offered comment on code enforcement but agreed that this does appear to be a nuisance stating that he supports the need for clean-up. Commissioner Cerri concurred. Commissioner Hoss also agreed; he asked about retaining outside legal counsel to assist with the nuisance ordinance. Chairman Hill didn't disagree but noted that the item is not agendaized though he would not oppose considering that in the future. Discussion ensued regarding the time frame for clean-up, what would need to be addressed

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and the language for the motion. After discussion the following motion was made by Commissioner Tipton and passed with Chairman Hill and Commissioners Hoss, Cerri and Tipton voting aye and Commissioner Evatz being absent:

That by Resolutian this Board finds for parcel number 13-0457-06 owned by Jose Flores and Petra Moran Munoz there is substantial evidence that a nuisance does exist and property owners Jose Flores and Petra Moran Munoz or the person leasing, occupying or having charge of the premises are hereby ordered to abate the nuisance or show significant progress/effort has been made within thirty days with abatement being what is allowed under 8.04 which may include fencing the property, cleaning up the property or removal of the vehicles from the property.

(Resolution No. 10-21-24)

Discussion ensued regarding the time frame for clean-up, what would need to be addressed and the timeframe for said clean-up; the Commission directed that a follow-up be included on the November 18th Commission agenda. Legal counsel Carr noted that she has been contracted by the District Attorney to work on a nuisance amendment.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

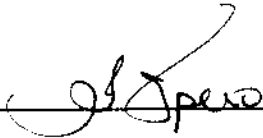
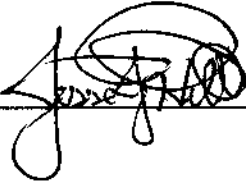
1. Other information and upcoming meetings as noted on the agenda: October 25, 2024 Nevada Day Holiday - All Humboldt County offices closed; November 4, 2024 Humboldt County Board of Commissioners Meeting; November 5, 2024 Winnemucca City Council Meeting; November 5, 2024 Presidential Election Day; November 11, 2024 Veterans Day – All Humboldt County offices closed; November 14, 2024 Regional Planning Commission Meeting; November 15, 2024 Humboldt County Board of Commissioners Special Meeting – Canvass the Vote; November 18, 2024 Humboldt County Board of Commissioners Meeting; and November 19, 2024 Winnemucca City Council Meeting November 28 – 29, 2024 Thanksgiving Holiday – All Humboldt County offices closed.
2. Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Cerri reported on a Humboldt Foundation meeting but noted that he had missed the WCVA meeting. Commissioners Hoss and Tipton offered no report. Chairman Hill noted the upcoming Futures Forum.

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. Commissioner Cerri noted the work by the District Attorney's Office on an updated nuisance ordinance. Manager Kalkoske noted other ordinance amendments planned for.

Chairman Hill recessed the meeting at 9:24 a.m. until call for the public hearings. Chairman Hill reconvened at 10:00 a.m. and returned to item 11 on the agenda

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

ADJOURNMENT: Chairman Hill adjourned the meeting at 10:36 a.m.

ATTEST:  Clerk APPROVED:  Chairman

(Minutes approved by the Commission and signed by the Chairman on 11-18-2024)

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, October 21, 2024
8:30 AM

Humboldt Library
85 E.5th Street
Winnemucca, NV 89445

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

Click here to join the meeting:

[Join the meeting now](#)

Or by phone: +1 775-446-0241, Conference ID: 526 403 833#

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. Individual comments will be limited to three (3) minutes.

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 5, 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; September 16, 2024; and October 7, 2024. Discussion and possible action.

5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR OCTOBER 7, 2024 THROUGH OCTOBER 21, 2024 (FOR POSSIBLE ACTION)
6. SIXTH JUDICIAL DISTRICT SPECIALTY COURTS: REQUEST TO ACCEPT BUREAU OF JUSTICE ASSISTANCE GRANT AWARD (POSSIBLE ACTION)

Consideration, discussion and possible approval to accept the Bureau of Justice Assistance Grant Award in the amount of \$1,000,000 to be awarded for the 2024 BJA FY 24 Adult Treatment Court Program for the next four years. Discussion and possible action.

6.A) Court Grant Award

Judicial Court Grant Award Request.pdf

7. COMPTROLLER: FINANCIAL REPORT (INFORMATION ONLY)

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), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Information Only.

8. TREASURER: REQUEST TO ADJUST FISCAL YEAR 24/25 REAL PROPERTY TAX ROLL (FOR POSSIBLE ACTION); QUARTERLY FINANCIAL INVESTMENT REPORT (INFORMATION ONLY)

- A. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 14-0255-09. Discussion and possible action.
- B. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 07-0471-24. Discussion and possible action.
- C. Consideration, discussion and possible approval of and adjustment of the fiscal year 24/25 Real Property Tax Roll for parcel number 07-0471-13. Discussion and possible action.
- D. Humboldt County Treasurer Rhona Lecumberry will present the quarterly financial investment report. Information only.

8.A) Treasurer

Roll Adjustment Form - 14-0255-09.pdf

Roll Correction Form 2024-25 BMSP 07-0471-24.pdf

Roll Correction Form 2024-25 BMSP 07-0471-13.pdf

Quarterly Financial Report - 9.30.24.pdf

9. TECHNOLOGY SERVICES: REQUEST TO AWARD THE BID FOR DOUBLE H AND

EAGLE CREEK TELECOMMUNICATIONS PROJECTS (POSSIBLE ACTION)

Consideration, discussion and possible approval to award a bid for the purchase of public safety communication site towers for the Double H and Eagle Creek telecommunication project sites to Valmont Telecommunications, or Western Utility Telecom, or Eas Tex Tower, in an amount not to exceed \$194,857.00 including freight charges. Discussion and possible action.

9.A) Telecommunication Towers

TSD Bid Award for EC & HH Towers.pdf

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

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.

11. 10:00 A.M. PUBLIC HEARING: ABANDONMENT REQUEST SUBMITTED BY MANDY MADRID WITH REEVE & ASSOCIATES ON BEHALF OF GOLDEN GATE PETROLEUM OF NEVADA; NUISANCE COMPLAINT FILED ON ASSESSOR'S PARCEL #13-0457-06 (FOR POSSIBLE ACTION)

- A. Consideration, discussion and possible approval of a request form submitted by Mandy Madrid with Reeve & Associates on behalf of Golden Gate Petroleum of Nevada to abandon a portion (4,926 square feet) of the sewer easement recorded as Document #2008-902. Assessor's parcel #03-0598-12 in McDermitt, NV. Discussion and possible action.
- B. Consideration, discussion, and possible action per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 3080 Mars Avenue, Winnemucca, NV, Assessor's Parcel Number 13-0457-06 and owned by Jose Flores/Petra Moran Munoz, to consider and determine whether or not substantial evidence is presented that a nuisance exists and if one does exist, possible order of the person or persons responsible for such nuisance to abate the same or other actions as allowed by Humboldt County Code 8.04 related to nuisances. Discussion and possible action.

11.A) Public Hearing - Abandonment and Nuisance complaint

AH-24-03.pdf

HCC Packet_Set-to_Nuisance Complaint.pdf

12. MISCELLANEOUS REPORTS AND CORRESPONDENCE

1. Other information and upcoming meetings:

October 25, 2024 Nevada Day Holiday - All Humboldt County offices closed

November 4, 2024 Humboldt County Board of Commissioners Meeting

November 5, 2024 Winnemucca City Council Meeting

November 5, 2024 Presidential Election Day

November 11, 2024 Veterans Day – All Humboldt County offices closed

November 14, 2024 Regional Planning Commission Meeting

November 15, 2024 Humboldt County Board of Commissioners Special Meeting – Canvass the Vote

November 18, 2024 Humboldt County Board of Commissioners Meeting

November 19, 2024 Winnemucca City Council Meeting

November 28 – 29, 2024 Thanksgiving Holiday – All Humboldt County offices closed

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

13. 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.

14. 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. Individual comments will be limited to three (3) minutes.

15. ADJOURNMENT

16. 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: October 21, 2024
DATE POSTED: October 16, 2024 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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HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.humboldtcountynv.gov

STAFF AGENDA REQUEST

DATE: October 8, 2024
TO: County Commission
FROM: Mike DeTullio, Director of Technology Services Department
SUBJECT: Award Bid for Double H and Eagle Creek Telecommunications Projects – Tower Purchases

REQUESTED AGENDA DATE: October 21, 2024

SUMMARY AND BACKGROUND:

The Technology Services Department is constructing a new Public Safety Communication Sites at Double H and Eagle Creek.

The Technology Services Department is responsible for designing, constructing and maintaining Public Safety Communication Sites throughout Humboldt County. Technology Services has been upgrading and/or newly constructing all of the public safety communication sites in Humboldt County. This project has been broken down into three phases. Phase I of this project was completed in November 2020 which consisted of a major upgrade to the Winnemucca Mountain site together with constructing brand new communication sites at Sports Complex and Rose Creek here in Winnemucca. Phase II consists of upgrading the following sites: Denio Summit, Eagle Creek, Double H, McDermitt and Saipan Peak. Although a large portion of the physical upgrades and replacements of buildings and towers will be time consuming and completed in phases sometime in the future, the Tait Radios and associated equipment have been purchased and has been installed, significantly increasing the currently poor radio coverage for public safety entities in the northern portion of Humboldt County. Activating the Bravo channel allowed communications to continue while upgrading the Phase II high level sites Trident, Blue Mtn, Buckskin, New York Peak.

This invitation to bid is for the purchase of public safety communication site towers for the Double H and Eagle Creek sites.

On August 29, 2024 four bids were received as follows:

Valmont Telecommunications, Inc.	\$188,157.00
Western Utility Telecom, Inc.	\$151,161.00
EasTex Tower – Double H Tower Only	\$ 95,185.20
EasTex Tower – Eagle Creek Tower Only	\$ 74,989.00

Valmont Telecommunications, Inc., is the highest responsive and responsible bidder. Valmont's bid conforms to the bid's specifications, the bidder is a qualified bidder and the tower equipment is adequate. In addition, Valmont is the company that has provided the towers for the sites that have been upgraded to this point and would provide uniformity and standardization between all site towers allowing for the use of the same mounting equipment across all sites and poses the least amount of risk to Humboldt County. Valmont has proven past performance and their production schedule and delivery time is the best of all the bidders. The only issue the department has discovered about this bidder's bid is that the bid amount submitted does not appear to include freight charges, which would increase the cost from this bidder by \$3,350.00 per tower for a total additional cost of \$6,700.00. The additional cost of freight would make the final cost of both towers \$194,857.00.

The lowest bidder, Western Utility Telecom, Inc. is the lowest responsive and responsible bidder, even though their bid did not technically conform to the bid's specifications. This bidder has referred to the tower locations as being in Lancaster County, Pennsylvania, in their Tower Design Notes/Design Goals. However, this is more than likely just a cut and paste error, but in the bid's General Terms and Conditions, paragraph 2.3, "Bidders are urged to proofread their bids carefully for any errors". It was known, at the Commissioners' meeting on October 7, 2024, if this bidder's submitted bid was actually designed for Humboldt County, Double H and Eagle Creek sites or for Lancaster County, Pennsylvania. Subsequently, it has been verified that the reference to Lancaster PA, was an existing name in the design software template that was used to produce the submitted designs and the engineer just failed to change it to Humboldt County, Nevada. The designs submitted were actually specific to Humboldt County, Nevada, therefore, the submitted bid would not be affected and is still valid. Western Utility does not have proven past performance and their schedule and delivery time is twice as long as Valmont's. However, the schedule and delivery time is not such a pressing issue as the Eagle Creek site is in the final stages of preparation of the ground to be able to pour the slab for the tower foundation and the ground work at the Double H site has not started yet. The county's engineering firm, CSI Telecommunications, has worked with this vendor in the past and is confident in their tower products, has verified the weight of the towers is very close to the weights of the towers from Valmont, meaning they are comparable products, and would support an award of this bid to this vendor. This bidder submitted a bid in the amount of \$151,161.00.

The second to the lowest bidder, EasTex Tower, is not a qualified bidder. This bidder is a tower parts and accessories dealer, not a manufacturer. EasTex Tower does not have proven past performance and their schedule and delivery time is much longer than Valmont's and Western Utility's. As a note for this bidder, even though the bid did not ask for references and EasTex did not provide any, the other two bidders did provide references. Valmont and Western Utility both have a great reputation and the County's engineering firm, CSI Telecommunications, are familiar and have worked with both. Upon researching the EasTex website, some references were found for a couple of residential towers, a radio station whose call sign, upon searching it online, did not produce any results, some marketing agency and the hometown mayor, <https://easttexastowers.com/testimonials/>, not exactly inspiring references.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

To award a bid for Double H and Eagle Creek Telecommunications Projects – Tower Purchases.

PREVIOUS ACTION:

This award was previously presented to the Commissioners at their meeting on September 16, 2024. This matter was tabled at that meeting so bid clarifications could be obtained and a correctly worded agenda item could be submitted.

This award was previously presented to the Commissioners at their meeting on October 7, 2024. This matter was tabled at that meeting so that confirmation could be obtained from the Western Utility bidder regarding their design notes referral to Lancaster PA.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:

N/A

FISCAL IMPACT IF APPLICABLE:

The fiscal impact of approving this request would be an expenditure from the approved Fiscal Year 2024-2025 Capital Project Funds.

RECOMMENDATION:

It is recommended that the Humboldt County Commissioners award this bid and approve the expenditure.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

RFP Double H and Eagle Creek Telecommunications Projects – Tower Purchases, Bid Summary (Bid Tabulation), submitted bids by Valmont Telecommunications, Inc., Western Utility Telecom, Inc. and EasTex Tower and email confirmation from Western Utility Telecom, Inc..

POSSIBLE MOTION:

Motion to approve the Technology Services Department's request, as presented, to award a bid for Double H and Eagle Creek Telecommunications Projects – Tower Purchases to

_____, in an amount not to exceed \$ _____.