



Humboldt County Board of Commissioners
April 1, 2024 at 8:30 a.m.
Meeting Minutes

Those present were Chairman Jesse Hill, Commissioners Tom Hoss, Ron Cerri, Ken Tipton and Mark Evatz, Legal Counsel Gabrielle Carr (via Teams), County Manager Don Kalkoske and Clerk of the Board Tami Rae Spero (via Teams).

CALL TO ORDER: Chairman Hill called the regular meeting 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 Hill asked for public comments. Congressman Mark Amodei appeared before the Commission and offered public comment introducing his staff and providing a federal legislative update including proposed funding for the Humboldt County Wastewater Treatment Facility, other possible grant funding resources for local community project funding being sought – discussion ensued. He continued discussing oversight and the plan for a meeting today with the local BLM office about pending items including lithium projects and such and what is occurring in Congress at this time and his vote choices including on the spending bill. Commissioner Cerri offered comment about the lack of funding and concerns for the safety improvements needed for US Highway 95 noting that this has been a priority of this Commission for years. Congressman Amodei responded noting an upcoming presentation on I-11 and how that impacts Commissioner Cerri's request and what he can do to address the issue. Commissioner Evatz offered comment on a report provided by NDOT and how the analysis does not address public safety concerns. Commissioner Cerri noted several BLM issues. Congressman Amodei responded, and discussion ensued. Congressman Amodei discussed Lands Bills pending in Congress and the process. Commissioner Hoss offered additional comments on the US 95 issue; discussion ensued. Congressman Amodei stated that a report would be provided back to the Commission by close of business on Monday. Discussion ensued between Congressman Amodei and Commissioner Tipton about the 2.0 items. No further public comment provided.

Chairman Hill stated that the Board would move into item 6 on the agenda at this time and come back to the minutes and expenditures later in the meeting.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for May 2, 2022; May 16, 2022; September 19, 2022 (Regular Meeting); November 7, 2022; November 21, 2022; December 12, 2022; March 20, 2023; and March 18, 2024. Chairman Hill asked for corrections for the minutes of May 2, 2022, May 16, 2022, September 19, 2022, November 7, 2022, November 18, 2022, November 21, 2022, December 12, 2022, March 20, 2023,

July 10, 2023 and March 18, 2024; none offered. Commissioner Evatz noted that he had not been on the Commission in 2022 but that he would be approving the minutes as to form. Commissioner Cerri stated that he had not been in attendance at the meeting of September 19, 2022 so he would be abstaining from that set of minutes. The following motion was made by Commissioner Tipton and passed unanimously with indications as noted by Commissioners Cerri and Evatz:

To approve all ten of the minutes listed on our agenda including May 2, 2022, May 16, 2022, September 19, 2022, November 7, 2022, November 18, 2022, November 21, 2022, December 12, 2022, March 20, 2023, July 10, 2023 and March 18, 2024.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 18, 2024 THROUGH APRIL 1, 2024:

Chairman Hill noted the first payment of Opioid funds being paid out stating that was good and that it is hopefully being put to good use. Discussion ensued based on questions from Chairman Hill regarding the HVAC expenditure for the Solid Waste Fund, the Computer Systems expenditure for governmentjobs.com and the expenditures for A1 Commercial. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the expenditures for Humboldt County for March 18, 2024 through April 1, 2024.

SIXTH JUDICIAL COURT: Sixth Judicial District Court Judge Michael R. Montero and Juvenile Director Pauline Salla appeared before the Commission. Legal counsel Carr stated that, due to her contract with the Court, she will be refraining from providing legal advice on this item.

(FUND 205) BUDGET HEARING: Consideration, discussion and possible tentative approval for the Sixth Judicial District Court (Fund 205). This consideration and discussion is the first public hearing on the fiscal year 2024-2025 Sixth Judicial District Court. The Board of County Commissioners is required to hold budget hearings in accordance with NRS 354.596. The Sixth Judicial District Court will present and discuss their budget proposals with the Board of County. This discussion may include a presentation, review, and discussion of revenues, expenditures, and transfers to and from county funds, and specific funding requests including, but not limited to, additions or deletions to personnel, equipment, supplies, and services used or received. The Board of County Commissioners may take action for tentative approval of the proposed budget, but all budgets are subject to final approval and action at the time final budgets are submitted. Judge Montero offered comment as to this budget request for the Commission noting this Fund's assistance with other items within the County. Discussion ensued regarding State aspects within this budget request including issues with determining current costs and future amounts for Child Protective Services. Comptroller Rackley reviewed the funding source for the District Court including what portions are set by the State and that the Specialty Court portion does not receive any property tax, they

are grant funded. Discussion ensued with Commissioner Evatz commenting on what he looks at with budget history and what is allocated in the budget line-items. Director Salla reviewed the budget request for department 034, Juvenile Services. Chairman Hill asked about the ability to tighten up the numbers to make them more real. Director Salla responded explaining concerns with that and noting what she has eliminated and her efforts with the salary line-items. Discussion ensued regarding China Springs and the Capital Projects plan including the change of the kitchen project to a commercial kitchen project. The following motion was made by Commissioner Evatz and passed unanimously:

To tentatively approve department 34 for Juvenile Probation as submitted.

Discussion ensued regarding the District Court, Department 043 budget including the current ending fund balance, what revenues have not been received, the CASA program, the Contracts and Agreements line-item, the Special Department Projects line-item, the Capital Outlay line-item and the AB65 line-item. The following motion was made by Commissioner Evatz and passed unanimously:

For department 43, District Court that we tentatively approve the budget as submitted.

Discussion ensued regarding department 45, Law Library. The following motion was made by Commissioner Tipton and passed unanimously:

To approve department 45, Law Library as presented.

Discussion ensued regarding department 100, Adult Drug Court. The following motion was made by Commissioner Tipton and passed unanimously:

To tentatively approve the Specialty Courts departments 101, 102, 103, 104, 106, 105, 107, 108, 109, and 110 as presented.

REQUEST TO APPROVE FISCAL AGENT MEMORANDUM OF UNDERSTANDING: Consideration, discussion and possible action to approve a Fiscal Agent Memorandum of Understanding between Humboldt County and Sixth Judicial District Court, Adult Drug Court. District Court Judge Montero reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Fiscal Agent Memorandum of Understanding between the Sixth Judicial District Court, Adult Drug Court Program and Humboldt County.

Chairman Hill recessed the meeting beginning at 9:57 a.m. and reconvening at 10:08 a.m.

Chairman Hill returned to item 4 on the agenda.

COMPTROLLER: Comptroller Gina Rackley appeared before the Commission.

OROVADA HVAC PROJECT: Consideration, discussion and possible approval for a quote to provide design calculations and assist in unit selection for HVAC in the Orovada Community Hall and to engage a project manager(s) to ensure the project is completed. Discussion and possible action. Legal counsel Carr noted

concern with compliance with the Open Meeting Law due to the language of the agenda item which is for a quote and not approval for an agreement or approval of a quote for an agreement as well as concern as the proposed contract as provided has not been reviewed by the District Attorney's Office and that it is missing some important items to protect the county with regard to liability or indemnification; she stated that, because these provisions that are missing are material, in her opinion, she would be hesitant to advise the Commission to approve it but, if the Board does decide to proceed with approval, it should be subject to review by the DA's Office because it could be substantially or materially changed in that review. Comptroller Rackley noted that this a three-way decision for the Commission today as to which way they wish to go and once that is decided any contract would be provided to the District Attorney's Office for review prior to bringing it back before the Commission for approval. Comptroller Rackley continued reviewing the request for the Commission noting that she is the numbers person as well as the lead on the ARPA funding and explaining what had been received from CTA as a quote for project management, site investigation and engineering report and drawing but noting based on previous directives from this Board that she had reached out to H and K Architects who had referred her to Ainsworth and Associates who had done a walk through of the whole project with County representatives and had come back with a significantly higher quote. She continued stating that Ainsworth's quote contained a lot more related to electrical which CTA's quote did not, but she does not know why as this is not her field of expertise. She further noted project management, explaining that a quote had been received from John Burhans for that service but also indicating the prior use of Mike Shepard for many of our projects. Commissioner Hoss offered comment as to his involvement explaining that in the past the bids being offered were not "apples to apples" and explained what had been looked at this time; he continued stating that the does not feel that we need to spend the amount of money that is in front of the Board to have engineered noting other locations that have been done and that the County Manager could put it out as needed; he suggested that a bid be put together and be put out rather than having the engineering done and explained. Manager Kalkoske offered comment noting his concerns that the does not have the time and expertise to put a bid proposal together for this type of project and that he realizes this is an added expense this will get us an accurate set of specifications and plans to make sure that we are bidding "apples to apples. Chairman Hill offered comment noting that the County is not under any obligation to bid out professional services but he does think it fiscally responsible sometimes to check these things out and offered his thanks to the Comptroller for reaching out and obtaining these quotes; he continued commenting on the County's good relationship with CTA and their knowledge of our systems; he noted issues with the prior bid received and stated that he would prefer to see this be professionally engineered with oversight even if it costs a bit

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more as then we will have someone to hold accountable that it works, that it is designed right and that it functions for the citizens of Orovada. Facilities Operations Manager Joaquin Padilla appeared before the Commission and commented on the electrical situation with the facility which needs to be upgraded to support the unit that needs to be installed at the site. Chairman Hill commented on the need to engineer this out to determine the electrical component needed. Commissioner Cerri asked if the new HVAC employee has the expertise available for this. Manager Padilla responded that it is something he could do but he noted concern with the manpower available for his department to handle this. Manager Kalkoske offered comment. Chairman Hill commented on the use of this employee as the project manager. Commissioner Evatz noted the need to get this project done and agreed with the Chairman's comments and stated that this should be the priority for the new hire to get it done. Chairman Hill reviewed the history of this project and the advantage of obtaining engineering specifications. Gary Glassing with CTA Architects appeared before the Commission via Teams and commented on the bids being proposed noting that the one is replacing the entire HVAC system within the building including heating and air conditioning while the original proposal involved only the AC and offered comment on what the \$11,000.00 proposal includes. Commissioner Cerri offered comment on why the heating is now involved. Comptroller Rackley and Manager Padilla confirmed that the community wants an entire HVAC system. Mr. Glassing commented on the lack of apples to apples as well as an RFP and how that impacts what CTA has proposed. Commissioner Evatz stated that a detailed RFP would be needed. Chairman Hill suggested that this item should be tabled as there has been miscommunication and to get an apples-to-apples comparison additional information is needed. Discussion ensued. The following motion was made by Commissioner Evatz:

To table item seven A, the HVAC project for the Orovada Community Hall and in conjunction to direct the County Manager and his staff to put together a detailed RFP that captures all the details of that project and that they submit that for competitive bid to the appropriate engineering contractors, including the available systems that have been identified for evaluation of whether they are suited for the project or not and that we have this back on the next agenda which is for April 15th.

Discussion ensued as to the motion and what is being requested. Chairman Hill called Commissioner Evatz's motion to a vote, and it passed unanimously.

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 2024 (July 1, 2023 through June 30, 2024), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Comptroller Rackley reviewed the status of the General Fund after budget

hearings as well as projections for property taxes, net proceeds and CTX received from the State and interest earnings which showed a deficit of revenues compared to expenditures.

DISTRICT ATTORNEY: No representative present.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the Caseworker I/II position in the Child Support Division of the District Attorney's Office. Manager Kalkoske noted what had been expressed to him about the request. After discussion the following motion was made by Commissioner Evatz:

To approve the waiver of attrition policy for the position of case worker I/II for the Child Support Division of the District Attorney's Office.

Discussion ensued regarding the funding for this position as well as whether this position will be hired prior to the outgoing person leaving to allow for training and the impact on the budget of that.

The following amended motion was made by Commissioner Evatz and passed unanimously:

To approve the waiver of attrition policy for the position of case worker I/II for the Child Support Division of the District Attorney's Office, that the overlap not to exceed six weeks.

PUBLIC WORKS DEPARTMENT: Administrative Clerk Jennifer Trujillo appeared before the Commission via Teams.

REQUEST TO SOLICIT CONTRACT FOR CERTIFIED OPERATOR: Consideration, discussion and possible approval for a request to solicit contract work from Grant's H2O LLC as Certified Operator for Gold Country Water System. Legal counsel Carr noted that, from the open meeting law perspective, there are concerns that the agenda language may not be in compliance with the OML as it is written, as it says "to solicit contract" as opposed to approve a contract as well as whether the contract form is approved by the District Attorney's Office. Clerk Trujillo reviewed the request, noting that the contract has been reviewed by the District Attorney's Office. Manager Kalkoske reviewed the need for an operator. Discussion ensued regarding the language of the agenda and concerns by legal counsel. Legal counsel Carr recommended that if the Commission is going to make sure that it is in compliance with the OML, they should move it to the next agenda and offered suggested wording for said agenda. Clerk Trujillo noted that failure to have a certified operator in place will result in fines levied daily. Manager Kalkoske noted that there was no contract with SPB for any of the systems, they just invoiced monthly but the intent for a contract for this operator was an effort to clean things up. Commissioner Evatz noted that the supporting documentation in the agenda does capture the term "approve the contract"; he asked, based on the fine situation, if the Manager can hire the operator on a daily basis until the Board approves the long-term contract; he commented that it sounds ridiculous that due to a mistake on an agenda that the county incurs a penalty.

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Manager Kalkoske indicated that he does not believe that would be an issue. Chairman Hill commented that in light of the supporting documents it is out there that the Board is trying to approve a contract so he would be okay with a motion to approve. Commissioner Evatz offered to make that motion. Legal counsel Carr noted the possibility for criminal sanctions if there is a complaint, that it is personal liability versus potential issues with the County as well as the potential penalties; she noted that it appears that the Manager can hire in the interim until the next meeting or a special meeting could be set if necessary; she noted that she is only making recommendations as she is trying to protect everyone and it does look like there are other routes that will do that; she suggested that the Commission can't rely on supporting documentation as a way to give proper notice to the public as not everyone can access that documentation via an electronic perspective, they would have to come and take a look at it, so she would caution the Commission about going down that route. The following motion was made by Commissioner Evatz and passed unanimously:

To table this to the next agenda and that in the interim Manager Kalkoske addresses the issue to avoid subsequent finds for 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. Clerk Trujillo updated the Commission on various road work in the county including sign repair equipment maintenance as well as backhoe training; that on the water side an employee passed the necessary certification for treatment and disinfection; she reported on crushing and the status of the well drilling in Denio.

BUILDINGS AND GROUNDS: Facilities Operation Manager Joaquin Padilla appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the Grounds & Parks Maintenance Worker II position. Commissioner Hoss offered comments as to the name Buildings & Grounds being part of our budget with no reference to for Grounds & Parks Maintenance or for Facility Operations Department; he noted that this was done previous to Manager Padilla but it was never clarified as to why they wanted to change the names as it still shows in our funds/budget as Buildings & Grounds; he asked for clarification as to the change as it should all be under Buildings and Grounds as the budget is approved. Manager Padilla stated that this item is more of a clarification as this was already approved on February 5th when he came before this Board and requested a Maintenance Worker I, II or III but, that HR has asked him to change the verbiage of it as the position

approved was actually for a Grounds and Parks Maintenance Worker; he indicated that he still considers the position to be a maintenance worker and does not see why he needed to come back before the Board to change the verbiage so he is looking to the Board to tell him what they would like. He commented on his attempt to change the title to just maintenance worker. Chairman Hill offered comment that, from a Commission standpoint, what he looks at is how many budgeted positions there are to do the duties of the department and that it is within the budget not what the titles are and how they are assigned duties based on their job description. Commissioner Hoss clarified that Manager Padilla has done nothing wrong, he has been told by someone that is not here, that he is going to change this and while this was discussed by this Board. Commissioner Hoss continued stating that a request can't be made for Facility Operations or for Grounds and Parks as they do not exist within the budget, it is Buildings and Grounds; he questioned how HR can come in and change the budget and all of the names and everything else; he requested that Buildings and Grounds, as it is in the budget, be used so we can all understand it. Chairman Hill agreed that he would like to see it simplified as well. Commissioner Cerri concurred with Commissioner Hoss suggesting that this has to do with salary studies for comparisons to other locations in the state but noting that Humboldt has not structured the department that way; he suggested that the positions need to be wider to cover the multitude of duties done and agreed with Chairman Hill that this may be an opportunity to simplify things; he commented on how this could impact a salary study but commented that is now what we are here for today. Discussion ensued regarding the need to not restrict their duties, that as a maintenance worker you are expected to do all of these categories and perhaps it broadens their salary range. Manager Padilla responded that he sees this as a maintenance worker, and he does not know why he needed to come back before this Board and justify the position again, but it was what he was told to do. Commissioner Evatz commented that whatever allows Manager Padilla to make sure that his employees are working and not standing around based on what their classification is what is important and commented on risks with job classifications as to duties within the description and the ability to say that is not what I do which is a classic union move; he stated that he supports whatever allows Manager Padilla to make sure that he can keep all of his full-time employees busy 100% of the time. Manager Padilla agreed. Chairman Hill asked Human Resources Director Kellie Kranovich appearing before the Commission via Teams why this needed to come before the Commission again when the maintenance worker II position was previously approved. Director Kranovich explained that in the advertising of the position, it did not include landscaping, so by changing the title, we were able to recruit for landscaping; she indicated that the job title has been there and her understanding as the change from Buildings and Grounds went to Facility Operations prior to her being here, is that it was part of the reclassification study that was done.

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Commissioner Hoss commented that Buildings and Grounds is what is in the budget and questioned the need to reclassify to include a specific duty as they are all the same, Manager Padilla tells them what the job entails; he concurred with the concerns expressed by Commissioner Evatz. Chairman Hill voiced concern that if the position is advertised as "Grounds and Parks Maintenance", an employee will expect to do only landscaping but these positions need to be flexible and broad to allow for all duties handled by a maintenance worker. Director Kranovich reiterated that this position is in our listing and while it includes landscaping duties it does include other responsibilities in the off-season related to maintenance work; she noted that when the position was advertised as a maintenance worker, they were not seeing any applicants with experience in landscaping and that is why the change was made. Commissioner Hoss commented that HR does not have the authority to change everything and that, if this type of change is wanted, it should have to come before the Commission for approval to change everything including the budget and what is in our books. Chairman Hill indicated that it was changed previously but he believes that there is definitely an opportunity here for Don to go back and look at some of this stuff and to hear the concerns but, as this position was approved previously, he would be in favor of a motion being offered to approve it again to keep with the agenda. Legal counsel Carr noted that the request on the agenda is under the category of "Buildings and Grounds" so a reasonable person from the public would understand that it is a position within that department and that it is a maintenance worker two position regardless of the job description or duties and responsibilities; that if, it is that position and it still needs to be filled and it has already been approved, she sees no issues from a legal perspective. Chairman Hill thanked legal counsel Carr and stated with that, no action needs to be taken as the waiver has already been approved; he directed Manager Padilla to proceed with hiring. Comptroller Rackley addressed the Commission related to the department identifiers within the budget noting other departments whose titles do not match the fund title within the budget.

NOTICE OF EMERGENCY EXPENDITURE FOR REPAIR TO COURTHOUSE HVAC SYSTEM: Consideration, discussion and possible approval of an emergency expenditure for A1 Commercial to repair the courthouse, main HVAC air-handler, in an amount not to exceed \$20,591.00. Manager Padilla reported on the failure of the main air handler for the courthouse explaining what had occurred in the failure and that once the County Manager viewed the issue, he approved the emergency repair which has been done. Commissioner Tipton asked the age of the handler and Manager Padilla responded. Commissioner Hoss asked if replacing the system had been looked at as that may have cost a lot less. Manager Padilla noted the plan for upgrading the HVAC system which had been in the works with the prior administration. Manager Kalkoske commented that in his research he was told that it would be well north of \$250,000.00

to replace one of the units down there. Manager Padilla agreed with that amount. Commissioner Hoss stated that it could be less in today's market given the age of the current equipment but indicated that those types of things need to be looked at. Manager Kalkoske noted that there has been discussion as part of capital improvement to replace but this was an emergency as there was no heat. Manager Padilla commented on what would be involved with replacing the current system. Chairman Hill stated his support of Manager Padilla and Manager Kalkoske's decision to do what was needed to get the heat on; he stated his understanding of Commissioner Hoss' concerns and the need to be vigilant and weigh the options when making emergency repairs. Commissioner Evatz offered comments about technology-based monitors for situations like this which may be a better option than more cameras for the building. The following motion was made by Commissioner and passed unanimously:

To approve the already occurred emergency expenditure of \$20,591.00 for the main HVAC air handler in the courthouse.

LIBRARY: Library Director Jessica Anderson appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Library Assistant. Director Anderson reviewed the request for the Commission. The following motion was made by Commissioner Tipton:

To waive the attrition policy for the Library Assistant.

Commissioner Hoss asked about providing a form that details information on this type of request in writing showing the need with detail and the available funding not just that "it is in the budget" but how much is left in the budget to cover the request. Discussion ensued. Chairman Hill called Commissioner Tipton's motion to a vote, and it passed unanimously.

Chairman Hill recessed the meeting at 11:37 a.m. reconvening at 11:43 a.m.

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

REQUEST TO WAIVE THE ATTRITION POLICY: Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Technology Services Technician. Director DeTullio reviewed the request for the Commission. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Technology Services Department request to waive the Humboldt County attrition policy.

REQUEST TO APPROVE NEW POSITION: Consideration, discussion and possible approval for a request to add the new position of Technology Services Coordinator. Director DeTullio reviewed the request for the Commission. Discussion ensued including Commissioner Cerri's concerns about leaving the Manager position in the department. Commissioner Tipton suggested that the Manager position be removed and

that this item be tabled and brought back with that language included. Commissioner Hoss and Chairman Hill concurred. Discussion ensued as to what is allowed under the agenda language, the concern with leaving the manager position in the department, the need for clarification/recommendation from staff as to why the position needs to remain available, that this is not a request for waiver of the attrition policy but if the intent is to hire for the position a request would need to be made and the plan to place an item on a future agenda to remove the manager position. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve the request to add a new position of Technology Services Coordinator.

REQUEST TO PURCHASE SERVERS Consideration, discussion and possible approval for a request to purchase two (2) servers in an amount not to exceed \$17,008.18. Director DeTullio reviewed the request for the Commission noting that these servers were included in the budget. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To approve the Technology Services request as presented to purchase to servers from Dell in an amount not to exceed \$17,008.18.

REQUEST TO APPROVE MCDERMITT TOWER AND SHELTER EQUIPMENT INSTALLATIONS: Consideration, discussion and possible approval for a request to proceed with a change order at the McDermitt Public Safety Communication Site, by Premier Wireless to complete the third and last phase of construction, in an amount not to exceed \$34,097.00. Director DeTullio reviewed the request for the Commission noting that this should finish the project. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the request to proceed with the change order at the McDermitt Public Safety Communication site by Premier Wireless to complete the third and last phrase of construction in the amount not to exceed \$34,097.00.

Discussion ensued as to the Eagle Creek site and the status of the decision by the BLM. Commissioner Evatz asked if there was a definitive time frame for the matter to be resolved by the BLM and commented on the need to establish those with BLM. Manager Kalkoske noted the monthly meetings with the BLM to discuss these types of items and the plan to keep discussing them until they are done. Commissioner Evatz suggested that a call be made to the District Manager to determine the status of the situation and/or ask for a date it will be done by.

COUNTY MANAGER: Manager Don Kalkoske appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY TO HIRE BUILDING INSPECTOR: Consideration, discussion and possible approval to waive the attrition policy to hire for the vacant position of Building Inspector I, II, or
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III. Manager Kalkoske reviewed the request for the Commission noting that both an Inspector position and an Official position are included so that he has some latitude for hiring depending on what type of applicants apply; he noted that he has a meeting with the City to discuss the dynamics of this department and to look at alternatives but that he just wants a little bit of room to see what can be found. Discussion ensued as to whether this position was included in the comp study, that the Building Official is an unclassified position, so the salary is negotiable and the plan to discuss this situation with the City to look at a possible share opportunity. The following motion was made by Commissioner Tipton:

To approve to waive the attrition policy to hire a vacant position, building inspector one, two, three or hire a position of building official.

Chairman Hill noted that the Building Official item is separate agenda item. Commissioner Tipton stated that he would withdraw his motion but then withdrew his withdrawal. Chairman Hill asked for clarification on the motion asking if it would also approve the recruitment process of the building official. Commissioner Tipton confirmed it would. Chairman Hill called Commissioner Tipton's original motion to a vote, and it passed unanimously.

REQUEST TO BEGIN THE RECRUITING AND HIRING PROCESS FOR BUILDING OFFICIAL: Consideration, discussion and possible approval to begin the process to recruit and hire for the position of Building Official. Chairman Hill stated that the motion on the prior item encompassed this item, so no further action is required.

REQUEST TO APPROVE COOPERATING AGENCY MEMORANDUM OF UNDERSTANDING WITH THE BUREAU OF LAND MANAGEMENT: Consideration, discussion and possible action to approve the Memorandum of Understanding with the BLM for the development of the Wilderness Study Area Invasive Annuals Treatments Environmental Assessment Plan. Manager Kalkoske reviewed the request for the Commission. Commissioner Cerri commented that this was a great deal and that we need to be involved; he noted that he believes there will be a point of contact/agent from the Commission identified and he would like to suggest Commissioner Evatz due to his work with Nevada Muleys and explained. Manager Kalkoske noted that Cooperative Extension Agent Schultz had indicated he would be willing to take this on as well. Commissioner Cerri indicated that he did not believe that the BLM would have a problem with two. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Commission becoming a cooperating agency and a memorandum of understanding with the Bureau of Land Management and that, possibly, Brad Schultz and Commissioner Evatz be the representatives on those cooperating agency meetings and to allow the County Manager to sign the MOU.

REQUEST TO APPROVE THE NEVADA DIVISION OF FORESTRY MEMORANDUM OF AGREEMENT: Consideration, discussion and possible action to approve a Memorandum of Agreement between Humboldt County and the Nevada Division of Forestry to transfer certain equipment for fire and other emergency service uses. Manager Kalkoske pulled this item from the agenda as it has already been addressed by another Board.

REQUEST TO APPOINT A QUALIFIED PERSON TO THE HUMBOLDT COUNTY ADVISORY BOARD FOR THE NEVADA BOARD OF WILDLIFE COMMISSIONERS: Consideration, discussion and possible approval for a request to appoint a qualified person to the Humboldt County Advisory Board for the Nevada Board of Wildlife Commissioners. Manager Kalkoske reviewed the request for the Commission. Commissioner Evatz offered comment on the request noting the strong group of existing CAB members and suggested that we need to engage them more with the Commission perhaps with more reporting; he suggested that he does not see the need to appoint a Commissioner to this Board. Discussion ensued regarding the timeframe for reports. Legal counsel Carr offered suggested language for a motion. The following motion was made by Commissioner Evatz and passed unanimously:

To deny the request to appoint a qualified person to the Humboldt County Advisory Board and that we continue to engage with them, and in fact, increase our engagement with the existing CAB and other wildlife resources to make sure that the County feels up to date on issues associated with such.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

1. Other information and upcoming meetings: The following dates were included on the agenda - April 1, 2024 Humboldt County Board of Commissioners Meeting, April 9, 2024 Winnemucca City Council Meeting, April 11, 2024 Regional Planning Commission Meeting, April 15, 2024 Humboldt County Commission Meeting and April 23, 2024 Winnemucca City Council Meeting.


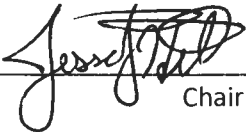
2. Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Cerrri reported on a meeting with the BLM and noted an upcoming WCVA meeting and the intention to look at bids for refurbishment of the exterior of the East Hall. Commissioner Evatz offered no report. Commissioner Tipton reported on work with the Natural Resources Committee with NACO on planning 2.0, an upcoming summit in Elko related to free roaming horse/burros, an upcoming National NACo meeting, the China Springs discussion, a WIR meeting and a BLM meeting. Commissioner Hoss offered no report. Chairman Hill offered no report.

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 reviewed the Technology Services Manager position and a report from the County Advisory Board for Wildlife. Commissioner Evatz requested that

the Chairman for the CAB and Eddie Booth with the Wildlife Commission both be contacted for a report, for an update on the Grass Valley water quality situation and he asked about the status of the clarification from the District Attorney's Office on Mrs. Kenison's request to have an agenda item from a prior meeting. Commissioner Cerri asked about the status of the County being included in the proposed treatment area for crickets. Discussion ensued regarding the ability for reporting of cricket activity and how to get the information out to the residents. Commissioner Tipton asked for an update on mosquitoes and gnats and what the treatment plans are there.

PUBLIC COMMENT: Chairman Hill asked for public comment. Commissioner Evatz offered comment on the right and responsibility to our constituents, that when BLM makes a commitment, that we need to point to a date on the calendar and state that the information requested needs to be provided by that date. No further public comment was offered.

ADJOURNMENT: Chairman Hill adjourned the meeting at 12:36 p.m.

ATTEST:  Clerk APPROVED:  Chairman

(Minutes approved by the Commission and signed by the Chairman on 4-15-24)

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, April 1, 2024
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:
[JOIN](#)

Or by phone: +1 775-446-0241, Conference ID: 588 582 646#

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 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; March 20, 2023; and March 18, 2024. Discussion and possible action.

4.A) Minutes

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5. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MARCH 18, 2024 THROUGH APRIL1, 2024 (FOR POSSIBLE ACTION)
6. SIXTH JUDICIAL COURT (FUND 205) BUDGET HEARING; REQUEST TO APPROVE FISCAL AGENT MEMORANDUM OF UNDERSTANDING (FOR POSSIBLE ACTION)
 - A. Consideration, discussion and possible tentative approval for the Sixth Judicial District Court (Fund 205). This consideration and discussion is the first public hearing on the fiscal year 2024-2025 Sixth Judicial District Court. The Board of County Commissioners is required to hold budget hearings in accordance with NRS 354.596. Sixth Judicial District Court will present and discuss their budget proposals with the Board of County. This discussion may include a presentation, review, and discussion of revenues, expenditures, and transfers to and from county funds, and specific funding requests including, but not limited to, additions or deletions to personnel, equipment, supplies, and services used or received. The Board of County Commissioners may take action for tentative approval of the proposed budget, but all budgets are subject to final approval and action at the time final budgets are submitted. Discussion and possible action.
 - B. Consideration, discussion and possible action to approve a Fiscal Agent Memorandum of Understanding between Humboldt County and Sixth Judicial

District Court, Adult Drug Court. Discussion and possible action.

6.A) Sixth Judicial District Court

[4.1.24 Commission Agenda Request.pdf](#)

7. COMPTROLLER: OROVADA HVAC PROJECT (FOR POSSIBLE ACTION);
FINANCIAL REPORT (INFORMATIONAL ONLY)

A. Consideration, discussion and possible approval for a quote to provide design calculations and assist in unit selection for HVAC in the Orovada Community Hall and to engage a project manager(s) to ensure the project is completed. Discussion and possible action.

B. Humboldt County Comptroller Gina Rackley will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2024 (July 1, 2023 through June 30, 2024), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Information Only.

7.A) Orovada HVAC

[Staff Report ARPA Project HVAC Orovada Community Hall.pdf](#)

8. DISTRICT ATTORNEY: REQUEST TO WAIVE ATTRITION POLICY (FOR
POSSIBLE ACTION)

Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the Caseworker I/II position in the Child Support Division of the District Attorney's Office. Discussion and possible action.

8.A) District Attorney

[Agenda Request Form Template Waiver Attrition Policy Caseworker Child Support 2024.pdf](#)

9. PUBLIC WORKS DEPARTMENT: REQUEST TO SOLICIT CONTRACT FOR
CERTIFIED OPERATOR (FOR POSSIBLE ACTION); GENERAL ROAD
PROJECTS (FOR INFORMATION ONLY)

A. Consideration, discussion and possible approval for a request to solicit contract work from Grant's H2O LLC as Certified Operator for Gold Country Water System. Discussion and possible action.

B. 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.

9.A) Public Works

[Staff Report -GCW change in Certified Operator 4-1-2024.pdf](#)

10. BUILDINGS AND GROUNDS: REQUEST TO WAIVE ATTRITION POLICY; NOTICE OF
EMERGENCY EXPENDITURE FOR REPAIR TO COURTHOUSE HVAC SYSTEM (FOR
POSSIBLE ACTION)

- A. Consideration, discussion and possible approval to waive the attrition policy to hire for the Grounds & Parks Maintenance Worker II position. Discussion and possible action.
- B. Consideration, discussion and possible approval of an emergency expenditure for A1 Commercial to repair the courthouse, main HVAC air-handler, in an amount not to exceed \$20,591.00. Discussion and possible action.

10.A) Buildings & Grounds

[Staff Report - Grounds & Parks Maintenance Worker II Waiver of Attrition Policy 3-19-24.pdf](#)

[Staff Report - Replacement Parts for Air Handling HVAC unit AHU-F for 2nd Floor and Invoice.pdf](#)

11. LIBRARY: REQUEST TO WAIVE ATTRITION POLICY (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Library Assistant. Discussion and possible action.

11.A) Library - waive attrition policy

[2024.03.19 Library_Request_for_Waiver_of_Attrition_Policy.pdf](#)

12. TECHNOLOGY SERVICES: REQUEST TO WAIVE THE ATTRITION POLICY; REQUEST TO APPROVE NEW POSITION; REQUEST TO PURCHASE SERVERS; REQUEST TO APPROVE MCDERMOTT TOWER AND SHELTER EQUIPMENT INSTALLATIONS (FOR POSSIBLE ACTION)

- A. Consideration, discussion and possible approval for a request to waive the attrition policy to hire for the position of Technology Services Technician. Discussion and possible action.
- B. Consideration, discussion and possible approval for a request to add the new position of Technology Services Coordinator. Discussion and possible action.
- C. Consideration, discussion and possible approval for a request to purchase two (2) servers in an amount not to exceed \$17,008.18. Discussion and possible action.
- D. Consideration, discussion and possible approval for a request to proceed with a change order at the McDermott Public Safety Communication Site, by Premier Wireless to complete the third and last phase of construction, in an amount not to exceed \$34,097. Discussion and possible action.

12.A) Technology Services

[Agenda Request Form Template_2023 - TSD Waiver of Attrition Policy.pdf](#)

[Agenda Request Form Template_2023 - TSD - Approve New Position - TSD Coord.pdf](#)

[Agenda Request Form Template_2023 - TSD Servers Purchase Req.pdf](#)

[Agenda Request Form Template_2023 - TSD-McDermott Tower & Shelter Equip Installs.pdf](#)

13. COUNTY MANAGER: REQUEST TO WAIVE ATTRITION POLICY TO HIRE BUILDING INSPECTOR; REQUEST TO BEGIN THE RECRUITING AND HIRING PROCESS FOR

BUILDING OFFICIAL (FOR POSSIBLE ACTION)

- A. Consideration, discussion and possible approval to waive the attrition policy to hire for the vacant position of Building Inspector I, II, or III. Discussion and possible action.
- B. Consideration, discussion and possible approval to begin the process to recruit and hire for the position of Building Official. Discussion and possible action.

13.A) County Manager - Bldg Inspector & Bldg Official

[Staff Report - Building Inspector Waiver of Attrition 04012024.pdf](#)

[Staff Report - Building Official Recruitment 04012024.pdf](#)

14. COUNTY MANAGER: REQUEST TO APPROVE COOPERATING AGENCY MEMORANDUM OF UNDERSTANDING WITH THE BUREAU OF LAND MANAGEMENT (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve the Memorandum of Understanding with the BLM for the development of the Wilderness Study Area Invasive Annuals Treatments Environmental Assessment Plan. Discussion and possible action.

14.A) BLM MOU - Invasive Treatments

[Staff Report - BLM MOU Coop Agency Invasive Annuals - Package 04012024.pdf](#)

15. COUNTY MANAGER: REQUEST TO APPROVE THE NEVADA DIVISION OF FORESTRY MEMORANDUM OF AGREEMENT (FOR POSSIBLE ACTION)

Consideration, discussion and possible action to approve a Memorandum of Agreement between Humboldt County and the Nevada Division of Forestry to transfer certain equipment for fire and other emergency service uses. Discussion and possible action.

15.A) NDF MOA - McDermitt

[Staff Report - NDF MOA for McD Fire - Package 04012024.pdf](#)

16. COUNTY MANAGER: REQUEST TO APPOINT A QUALIFIED PERSON TO THE HUMBOLDT COUNTY ADVISORY BOARD FOR THE NEVADA BOARD OF WILDLIFE COMMISSIONERS (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval for a request to appoint a qualified person to the Humboldt County Advisory Board for the Nevada Board of Wildlife Commissioners. Discussion and possible action.

16.A) CAB appointment

[Staff Report - NDOW County Advisory Board Commissioner assignment 04012024.pdf](#)

17. MISCELLANEOUS REPORTS AND CORRESPONDENCE

- 1. Other information and upcoming meetings:

April 1, 2024 Humboldt County Board of Commissioners Meeting

April 9, 2024 Winnemucca City Council Meeting

April 11, 2024 Regional Planning Commission Meeting

April 15, 2024 Humboldt County Commission Meeting

April 23, 2024 Winnemucca City Council 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, Humboldt County Elk Planning Steering Committee, Paradise Conservation District and the State Land Use Planning Advisory Council (SLUPAC).

18. 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.

19. 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.

20. ADJOURNMENT

21. 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: April 1, 2024

DATE POSTED: March 27, 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.

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

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

fax: (202) 690-7422; or

email: intake@usda.gov

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