



**Humboldt County Board of Commissioners
June 2, 2025 at 8:30 a.m.
Meeting Minutes**

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

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

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

PUBLIC COMMENT: Chairman Evatz asked for public comment. Chairman Evatz offered comment on proper safety protocols being followed that he has witnessed as to our Buildings & Grounds employees. Chairman Evatz offered comment on the mural project noting how cool they were and encouraging people to get out and see them. John Denilofs appeared before the Commission and offered comment that people reporting items should have their name remain confidential and explained noting the need to research what is occurring with the Sheriff as the City Police Department does black out the name. No further public comment offered.

APPROVAL OF MINUTES: No minutes submitted for consideration.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MAY 19, 2025 THROUGH JUNE 2, 2025: The following motion was made by Commissioner Tipton and passed unanimously:

To approve the expenditures for Humboldt County for May 19, 2025 through June 2, 2025.

CONVENE THE McDERMITT GENERAL IMPROVEMENT DISTRICT BOARD:

Call to Order: Chairman Evatz called the McDermitt General Improvement District Board to order at 8:38 a.m.

Public Comment: Chairman Evatz asked for public comment; none offered.

EXPENDITURES: Consideration, discussion and possible approval of the expenditures for the time period May 5, 2025 through June 2, 2025 related to the operation of the McDermitt General Improvement District (GID) for the express purpose of maintaining and improving the water or sewer systems. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the expenditures for the McDermitt GID in the amount of \$1,473.90 for the period of May 5, 2025 through June 2, 2025.

Public Comment: Chairman Evatz asked for public comment; none offered.

Adjournment: Chairman Evatz adjourned the meeting of the McDermitt General Improvement District at 8:40 a.m.

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PRESENTATION REGARDING THE KITTY CAT CATCHERS ORGANIZATION: Presentation regarding the Kitty Cat Catchers program within the City of Winnemucca and Humboldt County. Harmony Brown appeared before the Commission of behalf of the Kitty Cat Catchers Organization; she provided a hand out to the Commission including a copy of the presentation materials and letters in support of the program. Ms. Brown reviewed a power point presentation for the Commission. A question and answer period ensued between Ms. Brown and the Commission.

FAMILY SUPPORT CENTER: YEAR-END UPDATE: Representatives from the Family Support Center will provide a year-end update. Massey Mayo, Non-Voting Chairperson, Renee Mayo, Executive Director, Rochelle Sampson, Peer Support Specialist and Deanna Eastman and Jordan Vetter Mendiola board members appeared before the Commission and provided an update with a handout provided. A question and answer period ensued between the presenters and the Commission. Discussion ensued regarding the funding including information provided by Deputy Comptroller Noyes, Treasurer Lecumberry and Juvenile Director Salla related to the opioid grant funding.

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). Deputy Comptroller Noyes reviewed the CTX Revenue received year to date, a comparison of CTX Revenue between 2020-2025, CTX received, budgeted and projected, the revenue received for Net Proceeds and Centrally Assessed Taxes revenue. Treasurer Lecumberry offered comment on the Centrally Assessed Tax revenue. Deputy Comptroller Noyes noted items he will be bringing before the Commission at a future meeting including the City/County Cost Share Agreement, the earmarking and allocating of the remaining ARPA funds, the salary bill information for elected officials and updates to some financial policies.

Chairman Evatz recessed the meeting at 9:43 a.m. reconvening at 9:51 a.m.

ASSESSOR: Assessor Andy Heiser appeared before the Commission.

REQUEST TO WAIVE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the current open position and the upcoming open position with a data collector or appraiser. Assessor Heiser spoke in support of the request for two positions, the current one that is open and one that will become open on June 5th. The following motion was made by Commissioner Brooks and passed unanimously:

To approve the waiver of the attrition policy to hire for both the current open position and the upcoming open position with a data collector or appraiser.

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

REQUEST TO APPROVE CONTRACT WITH JR BUILDERS: Consideration, discussion and possible approval of a contract with JR Builders to provide project management services for the Juvenile Services kitchen expansion in an amount not to exceed \$81,690.00. John Burhans with JR Builders appeared before the Commission. Director Salla reviewed the request for the Commission. Commissioner Brooks asked if the project is fully funded. Director Salla confirmed they are noting that she just hopes costs don't go up. Commissioner Hill asked if a construction timeline can be provided. Discussion ensued. The following motion was made by Commissioner Hill and passed unanimously:

To approve the contract with JR Builders to provide project management services for the juvenile services kitchen expansion in an amount not to exceed \$81,690.00.

FACILITY OPERATIONS: Adrian Gonzalez, Facilities Operations Manager appeared before the Commission.

REQUEST TO WAIVE THE ATTRITION POLICY: Consideration, discussion and possible approval to waive the attrition policy to hire for the position of Administrative Clerk I, II, or III. Manager Gonzalez spoke in support of the request noting that the current clerk has agreed to remain in a minimal status to assist with training the new employee. The following motion was made by Commissioner Tipton and passed unanimously:

To approve a waiver of the attrition policy to hire for the position of Administrative Clerk I, II or III for Facility Operations.

BUILDING AND SAFETY DEPARTMENT UPDATE: Building Official Andrew Arminio will provide an update on the Building and Safety Department. Official Arminio appeared before the Commission and provided a handout for review and provided an update for his department. A question and answer period occurred between Official Arminio and the Commission.

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

REQUEST TO REMOVE OLD FENCE AND PURCHASE AND INSTALL NEW FENCING MATERIAL: Consideration, discussion and possible approval to remove old fence and purchase and install new fencing material from Artistic Fence Company for the Denio Public Works Yard in an amount not to exceed \$23,124.00. A staff report detailing the request was included on the online agenda for review (see attached). Director Ferraro reviewed the request for the Commission noting that three quotes had been obtained and the one from Artistic Fence Company was both the lowest bid and a local company. Discussion ensued regarding the timeline for the completion of this portion of the project as well as that it was budgeted for. After discussion the following motion was made by Commissioner Cerri and passed unanimously:

To remove old fence and purchase and install new fencing material from Artistic Fence Company for the Denio Public Works Yard in an amount not to exceed \$23,124.00.

REQUEST TO PURCHASE SHOP HEATER: Consideration, discussion and possible approval to purchase and install a new shop heater from Flores Heating and Air in an amount not to exceed \$7,600.00. A staff report was included on the online agenda for review (see attached). Director Ferraro reviewed the request for the Commission noting that this is the last shop heater to be replaced and the amount is budgeted for. The following motion was made by Commissioner Tipton and passed unanimously:

To purchase and install a new shop heater from Flores Heating and Air in an amount not to exceed \$7600.00.

GENERAL ROAD PROJECTS: 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 the status of the mag project, the hiring of positions and the challenges with getting water on the roads due to man power, temperatures and water availability. Discussion ensued regarding the water issue and the option to use smaller water trucks that don't require a CDL for operations.

Chairman Evatz recessed the meeting at 10:41 a.m. reconvening at 10:42 a.m.

SHERIFF'S OFFICE: Captain Sean Wilkin and Captain Jeff Stark appeared before the Commission.

REQUEST TO UPDATE PURCHASE PRICE FOR RADIOS: Consideration, discussion and possible approval to purchase seven (7) Viking portable radios which have increased in price from \$5,051.68 per radio to \$5,404.00 per radio due to tariff increases. Captain Wilkin reviewed the request for the Commission. After discussion the following motion was made by Commissioner Brooks and passed unanimously:

To approve the purchase of seven Viking portable radios of the for the price of \$5,404.00 per radio.

Captain Wilkin provided an update on the usage of the new motorcycles.

LIQUOR BOARD:

Call To Order: Captain Wilkin called the Liquor Board meeting to order at 10:47 a.m.

Public Comment: Captain Wilkin asked for public comment; none offered.

Consideration, discussion and possible approval of the 2025 3rd Quarter Liquor License Renewals as attached. Chloe Dufurrena-Say When, Inc-018; Micaela Fregoso, Gen Mgr.-Pilot Travel Centers, LLC-126; Juanita Kennedy-Paradise Valley Bar & Grill-127; Norman Calhoun Jr & Barry Wilkinson-Quinn River Merc, LLC-156; Manjinder Singh & Kirandeep Kaur-A-1 Fuel Stop-158; Jeffery Siegel-Diamond Inn Bar-159; Jojinder Lal-McDermitt Gas Lean Motel-160; Giovanni & Shannon Giordano-Sawtooth Station-164; Tiara

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Tocco-Denio Junction-186; Gurjot Singh Nagra-BJ's Market, LLC-187; William Firth-Water Hole #1-188; Saif Oraha/SMO Fuels, Inc; Valmy Chevron-SMO Fuels-191; Kimberly S. Riley-Walmart Delivery-201; Dennis O'Keefe-Golden Gate/McDermitt-202; and, Ted Rookstool-Windspur Supply-203. Captain Wilkin reviewed the liquor license renewals for the third quarter and recommended approval. The following motion was made by Commissioner Brooks, was seconded and passed unanimously:

To approve the 2025 third quarter liquor license renewals as noted on the attached list (see above).

Consideration, discussion and possible approval to ratify the Sheriff's grant of a temporary special liquor license permit pursuant to HCC 5.32.015 submitted on behalf of Aryn Williams and the Tippy Tavern, LLC. for the Winnemucca Regional Raceway 2025 events on May 2 & 3 and May 9 & 10, 2025. (*PLEASE NOTE: Sheriff Cardenas has approved the license for these events as it was brought to the Sheriff's Office too late to get on the previous agenda*); Consideration, discussion and possible approval of a liquor license on behalf of Aryn Williams and the Tippy Tavern, LLC. For the Winnemucca Regional Raceway 2025 events on August 29 & 30, September 5 & 6 and September 26 & 27, 2025: Captain Wilkin reviewed the requests for the special liquor licenses and recommended approval. The following motion was made by Commissioner Cerri, was seconded and passed unanimously:

To approve the special liquor licenses as read into the record by Captain Wilkin.

Consideration, discussion and possible approval of Special Liquor Licenses on behalf of Kevin Pasquale for Paradise Valley Fire Department for Father's Day BBQ event on June 15, 2025 (*Brian Ford of Back Burner Smoke Haus for the 4th Annual Trade or Pay and Play event on September 7th, 2024-incorrect entry*); Aryn Williams and Buck Growcock of Tippy Tavern and Havens Ranch for a private class reunion event on June 21, 2025; and, Gricelda J Soto of Antojitos Dona Chona for the Winnemucca Regional Raceway 2025 events on the following dates: June 20 & 21, August 29 & 30, September 5 & 6, September 26 & 27, 2025: Captain Wilkin reviewed the requests for special liquor licenses, noting the clerical error on the first special license identified with the incorrect text on the agenda but the correct attachment on the agenda and recommended approval. The following motion was made by Commissioner Hill, was seconded and passed unanimously:

To approve the remaining special liquor licenses.

Public Comment: Captain Wilkin asked for public comment; none offered.

Adjournment: Captain Wilkin adjourned the Liquor Board meeting at 10:51 a.m.

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

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REQUEST TO APPROVE CHANGE ORDER FOR PURCHASE OF THERMOBOND BUILDING SHELTER: Consideration, discussion and possible approval of a change order for the purchase of a Thermobond Building shelter for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00. Director DeTullio reviewed the request for the Commission. Discussion ensued regarding the error on the part of Thermobond as to a propane generator being provided when propane cannot be used at McDermitt site and their responsibility for covering those costs, the ability to use the propane in Phase 3 at the Valmy site, options for transporting the building to the McDermitt site, concerns with the appearance that Phase 3 is moving forward when the Commission had decided to reassess the situation for Phase 3, what would occur with the previously approved building if Phase 3 doesn't proceed, other options for securing the site in Valmy other than a building, whether the Sheriff's Office needs Phase 3, that better coverage has occurred with the work done on other sites/phases, why diesel is possible for the generator at the McDermitt site but propane is not, issues with the road that accesses the McDermitt site and the budget implications for this change. The following motion was made by Commissioner Brooks and passed with Chairman Evatz and Commissioners Cerri and Brooks voting aye and Commissioners Tipton and Hill voting nay:

To approve the change order for the purchase of a Thermobond Building shelter for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00.

COUNTY MANAGER: County Manager Don Kalkoske appeared before the Commission.

REQUEST TO APPROVE LEGAL SERVICES CONTRACT WITH SCHROEDER LAW: Consideration, discussion and possible approval of a legal services contract with Schroeder Law in an amount not to exceed \$150,000 over the next three (3) years. Manager Kalkoske reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To approve a legal services contract with Schroeder Law in an amount not to exceed \$150,000.00 over the next three years.

HUMAN RESOURCES: Human Resources Director Kellie Kranovich appeared before the Commission.

REVIEW THE COUNTY MANAGER'S ANNUAL PERFORMANCE EVALUATION: Human Resources Director Kellie Kranovich will present County Manager Don Kalkoske's Annual Performance Evaluation. A copy of the Annual Performance Evaluation was attached to the online agenda for review. Director Kranovich offered comment on the method used to develop the evaluation, that each Commissioner completed and submitted an evaluation from with their ratings and comments and what the levels are for the rating scale. Chairman Evatz offered comments on the importance of providing the Manager with an opportunity to see how he is performing so that he can provide constructive feedback on his performance and to then be

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able to build his own performance improvement plan if he so chooses; he continued noting that there is an engagement offered and open at any time for any Commissioner to meet with the Manager on their own to provide performance related feedback as it relates to items on the performance evaluation or anything off it, so hopefully the feedback is not just once a year via some numerical calculation but it happens as a function of our regularly scheduled meetings or behind closed doors when a Commissioner feels there is something that the Manager ought to know about. Commissioner Tipton offered comment on how this is disgrace on our Attorney General and Legislature that this has to be done in a public meeting noting that the Manager is the only person that works for Humboldt County and really works for the five Commissioners; that the Manager does represent the Commission with the public but to have to do the evaluation in public is not fair to the County Manager and so the Attorney General and Legislature should rethink this requirement. Commissioner Hill commented on the evaluation noting that it aligns with how he went about it but that he will have an individual meeting with the County Manager for any recommendations. Chairman Evatz stated his agreement with Commissioner Tipton's and Hill's comments with this being an inappropriate way to have an evaluation done as stipulated by the State Attorney General's Office but indicated that he thinks the way they have done it lets the county public know that the Commission is on top of this but it also, with the way it was numbered, it falls into a reasonable place too, considering he is relatively new on the job, so it shows that there are opportunities to continue to do things really well and places where he can improve so it does not look like we need to go through this in detail; that, while there are some specific items in here, the Manager can reach out to the Commissioners one-on-one if he would like to or it can be done here, but the preference would be to do it that way as opposed to indulging the Attorney General's Office and having it be more public, so we basically have to appreciate the compilation of the information that has been shared and now we will go forward and the Manager can engage with each of the us individually or if there is something he wants to do specific with the Commission as a future agenda item he will just need to note it and bring it forward. Manager Kalkoske thanked the Commission for participating in this and noted that when he and Commissioner Hill were initially setting this up it was with the plan to keep it as simple as possible; he commented on the ability of the Commission to reach out to him and thanked Director Kranovich for her assistance with the process.

MISCELLANEOUS REPORTS AND CORRESPONDENCE:

Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Brooks commented on the Murals and Music event this past weekend as well as a dance recital; she noted upcoming events in the community and meetings she will be attending. Commissioner Tipton reported on the Western Interstate Regional General Session that he had attended in South Dakota. Commissioner

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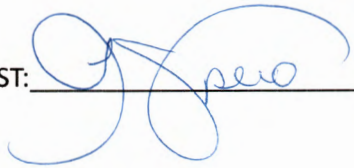
Cerri reported on a WCVA meeting and a Humboldt River Basin Water Authority meeting. No further reports offered.

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 stated that he would get Ormat in here to provide a report. Chairman Evatz asked for an update from Michelle Hammond-Allen on her trip out of state and an update on the Grass Valley water treatment plant. Commissioner Tipton requested a report from Michelle Hammond-Allen on the proposal for housing on public lands as well as additional information from the BLM representatives as to requirements for this type of construction. Chairman Evatz asked for an update from Eddie Booth from the Wildlife Commission. Commissioner Cerri asked for a report from the Forest Service as to how the budget cuts would impact our area. Manager Kalkoske commented on discussion he had with KC Casey with NDF. Discussion ensued. Nothing further offered.

PUBLIC COMMENT: Chairman Evatz asked for public comment. Manager Kalkoske offered kudos to Michelle Hammond-Allen on bringing the Murals and Music Festival to the community and explained. Discussion ensued regarding the event. No further public comment offered.

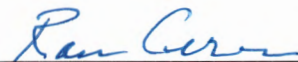
ADJOURNMENT: Chairman Evatz adjourned the meeting at 11:55 a.m.

ATTEST:



Clerk

APPROVED:



Vice-Chairman

(Minutes approved by the Commission and signed by the Chairman on 06-16-25)

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, June 2, 2025
8:30 AM

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

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

Click here to join the meeting:

[Join the meeting now](#)

Or by phone: +1 775-446-0241, Conference ID: 204 817 245#

All times on this agenda are approximate. Consideration of items may require more or less time than is scheduled. Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on the agenda; however, no action may be taken on the matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. All public comment may be limited to three (3) minutes per person, at the discretion of the Commission.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENT:

General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.

Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. All public comment may be limited to three (3) minutes per person, at the discretion of the Commission.

5. APPROVAL OF MINUTES (POSSIBLE ACTION)
6. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR MAY 19, 2025 THROUGH JUNE 2, 2025 (POSSIBLE ACTION)

Discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; and May 19, 2025. Discussion and possible action.

7. CONVENE THE MCDERMITT GENERAL IMPROVEMENT DISTRICT BOARD
(POSSIBLE ACTION)

- A. Public Comment
- B. Consideration, discussion and possible approval of the expenditures for the time period May 5, 2025 through June 2, 2025 related to the operation of the McDermitt General Improvement District (GID) for the express purpose of maintaining and improving the water or sewer systems. Discussion and possible action.
- C. Public Comment
- D. Adjournment

7.A) McDermitt GID

[McDermitt Sewer Financial Report - 05.22.25.pdf](#)

[McDermitt Water Financial Report - 05.22.25.pdf](#)

8. PRESENTATION REGARDING THE KITTY CAT CATCHERS ORGANIZATION
(INFORMATION ONLY)

Presentation regarding the Kitty Cat Catchers program within the City of Winnemucca and Humboldt County. Information only.

8.A) Kitty Cat Catchers

[Agenda Request Form KCC.pdf](#)

9. FAMILY SUPPORT CENTER: YEAR-END UPDATE (INFORMATION ONLY)

Representatives from the Family Support Center will provide a year-end update. Information only.

10. COMPTROLLER: FINANCIAL REPORT (INFORMATIONAL 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). Information Only.

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

Consideration, discussion and possible approval to waive the attrition policy to hire for the current open position and the upcoming open position with a data collector or appraiser. Discussion and possible action.

11.A) Assessor

[Assessor - Waiver to the Attrition Policy.pdf](#)

12. JUVENILE SERVICES: REQUEST TO APPROVE CONTRACT WITH JR BUILDERS
(POSSIBLE ACTION)

Consideration, discussion and possible approval of a contract with JR Builders to provide project management services for the Juvenile Services kitchen expansion in an amount not to exceed \$81,690. Discussion and possible action.

12.A) Juvenile Services

[Agenda Request Contract-JS-Kitchen.pdf](#)

13. FACILITY OPERATIONS: REQUEST TO WAIVE THE ATTRITION POLICY
(POSSIBLE ACTION)

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

13.A) Facility Operations

[Staff Report - Administrative Clerk I, II, or III Waiver of Attrition Policy 5-21-25.pdf](#)

14. BUILDING AND SAFETY DEPARTMENT UPDATE (INFORMATION ONLY)

Building Official Andrew Arminio will provide an update on the Building and Safety Department. Information only.

15. PUBLIC WORKS DEPARTMENT: REQUEST TO REMOVE OLD FENCE AND
PURCHASE AND INSTALL NEW FENCING MATERIAL; REQUEST TO PURCHASE
SHOP HEATER (POSSIBLE ACTION); GENERAL ROAD PROJECTS
(INFORMATION ONLY)

- A. Consideration, discussion and possible approval to remove old fence and purchase and install new fencing material from Artistic Fence Company for the Denio Public Works Yard in an amount not to exceed \$23,124.
- B. Consideration, discussion and possible approval to purchase and install a new shop heater from Flores Heating and Air in an amount not to exceed \$7,600. Discussion and possible action.
- C. 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. Information only.

15.A) Public Works

[Staff Report Denio Fencing.pdf](#)

[Staff Report Shop Heaters 6-2-2025.pdf](#)

16. SHERIFF'S OFFICE: REQUEST TO UPDATE PURCHASE PRICE FOR RADIOS
(POSSIBLE ACTION)

- A. Consideration, discussion and possible approval to purchase seven (7) Viking portable radios which have increased in price from \$5,051.68 per radio to \$5,404.00 per radio due to tariff increases. Discussion and possible action.

16.A) Sheriff

[STAFF REPORT - Updated Radio purchase Request.pdf](#)

17. SHERIFF: LIQUOR BOARD (POSSIBLE ACTION)

The Humboldt County Sheriff's Office is requesting that the Humboldt County Liquor Board be convened.

A. Public Comment

B. Consideration, discussion and possible approval of the 2025 3rd Quarter Liquor License Renewals as attached. Discussion and possible action.

C. Consideration, discussion and possible approval of Special Liquor Licenses on behalf of Brian Ford of Back Burner Smoke Haus for the 4th Annual Trade or Pay and Play event on September 7th, 2024; Aryn Williams and Buck Growcock of Topsy Tavern and Havens Ranch for a private class reunion event on June 21, 2025; Gricelda J Soto of Antojitos Dona Chona for the Winnemucca Regional Raceway 2025 events on the following dates: June 20 & 21, August 29 & 30, September 5 & 6, September 26 & 27, 2025. Discussion and possible action.

D. Consideration, discussion and possible approval to ratify the Sheriff's grant of a temporary special liquor license permit pursuant to HCC 5.32.015 submitted on behalf of Aryn Williams and the Topsy Tavern, LLC. for the Winnemucca Regional Raceway 2025 events on May 2 & 3 and May 9 & 10, 2025. PLEASE NOTE: Sheriff Cardenas has approved the licenses for these events as it was brought to the Sheriff's Office too late to get on the previous agenda. Discussion and possible action.

E. Consideration, discussion and possible approval of a liquor license on behalf of Aryn Williams and the Topsy Tavern, LLC. For the Winnemucca Regional Raceway 2025 events on August 29 & 30, September 5 & 6 and September 26 & 27, 2025. Discussion and possible action.

F. Public Comment

G. Adjournment

17.A) Liquor

[2025 3rd Quarter Liquor License Renewals.pdf](#)

[Staff Report - Special Liquor Licenses_06-02-2025.pdf](#)

18. TECHNOLOGY SERVICES DEPARTMENT: REQUEST TO APPROVE CHANGE ORDER FOR PURCHASE OF THERMOBOND BUILDING SHELTER (POSSIBLE ACTION)

Consideration, discussion and possible approval of a change order for the purchase of a Thermobond Building shelter for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00. Discussion and possible action.

18.A) Technology Services

[TSD CO HH Bldg.pdf](#)

19. COUNTY MANAGER: REQUEST TO APPROVE LEGAL SERVICES CONTRACT WITH SCHROEDER LAW (POSSIBLE ACTION)

Consideration, discussion and possible approval of a legal services contract with Schroeder Law in an amount not to exceed \$150,000 over the next three (3) years. Discussion and possible action.

19.A) Schroeder Contract

[Staff Report - Schroeder Law Agreement 2025.pdf](#)

20. HUMAN RESOURCES: REVIEW THE COUNTY MANAGER'S ANNUAL PERFORMANCE EVALUATION (INFORMATION ONLY)

Human Resources Director Kellie Kranovich will present County Manager Don Kalkoske's Annual Performance Evaluation. Information only.

20.A) Human Resources

[Human Resources - CM Performance Evaluation.pdf](#)

21. MISCELLANEOUS REPORTS AND CORRESPONDENCE

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

22. 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.

23. PUBLIC COMMENT:

Public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on the agenda; however, no action may be taken on the matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. Additionally, public comment may be heard on any item listed on the Agenda. Persons are invited to submit comments in writing and/or attend and make comments on any agenda item at the Commission meeting. All public comment may be limited to three (3) minutes per person, at the discretion of the Commission.

24. ADJOURNMENT

25. 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: June 2, 2025
DATE POSTED: May 28, 2025 POSTED BY: MICHELLE COOK

NOTE FOR SUPPORTING MATERIAL: A copy of the supporting material for the meeting may be obtained at Commissioner meeting/agendas on the Humboldt County website: www.hcnv.us or by contacting the County Manager's Office, at 50 W. Fifth Street, Winnemucca, Nevada 89445, (775) 623-6300.

NOTICE TO PERSONS WITH DISABILITIES - Reasonable efforts will be made to assist and accommodate physically disabled persons desiring

to attend the meeting. Please call the Humboldt County Administrator's Office at 623-6300 in advance so that arrangements may be conveniently made.

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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
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HUMBOLDT COUNTY

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

STAFF REPORT

DATE: Monday, May 12, 2025
TO: County Commission
FROM: Daniel Ferraro, Public Works Director
SUBJECT: Fencing Purchase and Install for Denio Yard
REQUESTED AGENDA DATE: **June 2, 2025**

SUMMARY

In recent years, there have been multiple incidents involving unauthorized individuals entering the county yard and stealing Humboldt County equipment. A recurring issue is that individuals often walk across the property—particularly from the nearby bar—to access the old historic rock house. This not only presents a security concern but also poses potential safety hazards.

To address these issues, the construction of a perimeter fence totaling approximately 930 linear feet is proposed. This fence would effectively restrict unauthorized access to the property, helping to deter theft and protect county assets. By securing the yard, the County can better safeguard equipment and supplies that are stored on site for operational readiness, thereby reducing losses of taxpayer-funded resources and enhancing overall site security.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

To facilitate the removal of old fencing and purchase and installation of fencing at the Denio Yard, to complete this project in FY 2024-2025.

PREVIOUS ACTION

Approved line item at the 24-25 budget hearing

BACKGROUND

The Public Works Department solicited quotes from Nevada vendors for fencing that would address this situation. We received two quotes. Artistic Fence Co., Inc provided the lowest bid of \$23,124.00 for a chain link with barbed wire top. The Public Works Department would like to move forward with this project and award the bid to the lowest responsible bidder.

FISCAL IMPACT

In the 2024-2025 Budget, the Public Works Department has \$40,000.00 allocated for the Denio yard in the Special Projects line item.

RECOMMENDATION

To facilitate this purchase, we recommend purchase from the vendor that provides the lowest most responsive quote. We are requesting \$23,124.00 for the removal of the old fence and purchase and installation of chain link fence topped with barbed wire from Artistic Fence Co., Inc as they are the lowest responsive bidder and they have a good working relationship with Humboldt County.

POSSIBLE MOTION

Should the Board agree with Staff's recommendation; a possible motion would be: "Move to approve the removal of the old fence and purchase and installation of chain link fencing topped with barbed wire from Artistic Fence Co., Inc for the Denio Yard, in an amount not to exceed \$23,124.00"



HUMBOLDT COUNTY

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

STAFF REPORT

DATE: Friday, May 9, 2025
TO: County Commission
FROM: Dan Ferraro, Public Works Director
SUBJECT: Purchase and installation of new shop heater
REQUESTED AGENDA DATE: June 2, 2025

SUMMARY

The existing, and last remaining old shop heater, gas forced air unit needs to be replaced. The existing unit is more than 20 years old and runs 100,000 btu's. Over the past few years, we have had numerous failures with the unit, requiring repair. It is time to replace the unit with a better, more energy efficient unit with greater heating capacity.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

At the 24-25 budget hearing commissioners recommended replacing these heaters due to failure and potential gas leak.

PREVIOUS ACTION

Budget approval.

BACKGROUND

Flores Heating and Air replaced the other 3 units in the shop and this is the last unit to be replaced. These were done over time due to funding constraints.

FISCAL IMPACT

We will utilize our "Special Projects" budget item to facilitate the heater replacement.

RECOMMENDATION

The only quote we received was from Flores Heating and Air, in the amount of \$7600.00, which includes one new 300,000 btu heater, venting, thermostats and installation. It is our recommendation to proceed with this procurement to assure installation prior to next winter.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

None

POSSIBLE MOTION

Should the Board agree with Staff's recommendation; a possible motion would be: "Move to approve the purchase and installation of one new heater from Flores Heating and Air for the Public Works Shop, in an amount not to exceed \$7600.00."



HUMBOLDT COUNTY

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

STAFF AGENDA REQUEST

DATE: May 16, 2025
TO: County Commission
FROM: Mike DeTullio, Director of Technology Services
SUBJECT: Approval of Change Order for Purchase of Thermobond Building Shelter for CSI Public Safety Communication Project – Phase II – Double H, in the amount of \$68,229.00

REQUESTED AGENDA DATE: June 2, 2025

SUMMARY AND BACKGROUND:

The Technology Services Department is seeking approval of a change order for the purchase of a Thermobond Building shelter for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00.

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

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, and McDermitt. 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 are being 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.

On November 20, 2023, this Commission approved the purchase of a Public Safety Communication Site shelter from Thermobond Buildings, in the amount of \$577,081.00 for the Double H Site. After having difficulties with the delivery and setting of the same type of shelter at the McDermitt Public Safety Communication Site, the Technology Services Department contacted and began working closely with Maga Trucking to determine if the original building ordered for the Double H site could be delivered and set at the site. After multiple trips to the site and discussions with Maga Trucking and the county's engineering firm, CSI Telecommunications, it was determined that the shelter as originally

ordered could not be delivered and set due to the size. The only option available is to split the originally ordered shelter into two (2) separate shelters. Due in part to this design change, the Technology Services Department is asking for approval to proceed with a change order.

Additionally, over the course of many quoted reconfigurations of the design for the shelter(s) for the Double H site, the generator type inadvertently was changed from the correct type of diesel fueled to propane. Due to this correction back to a diesel fueled generator and the splitting of the one (1) shelter to two (2) shelters, the Technology Services Department is asking for approval to proceed with a change order for the purchase of a Thermobond Building shelter for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00. Please take note that the erroneous propane generator, that has already been ordered, as part of this building design, will be re-purposed and used at the county's upgraded site at the Valmy Firehouse which will be completed in Phase III of this public safety communication site upgrades project.

Upon approval of this request and the shelter being constructed, the Technology Services Department will get an accurate quote from Maga Trucking for the transport of the shelter from the Thermobond Buildings manufacturing plant in Indiana to their yard here in Winnemucca and from there to the site so a comparison can be made with Thermobond Buildings' freight charge on the quote for this change order. These proposals will be presented to you at that time.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

For approval of a change order for the purchase of a Thermobond Building shelter for CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00.

PREVIOUS ACTION:

This Commission approved the purchase of one of three shelters proposed for purchase on September 6, 2022, for the McDermitt Site, in the amount of \$515,620.00.

This Commission considered a request to purchase the other two shelters, for Eagle Creek and Double H, on November 6, 2023, but asked Technology Services to review data in the request and correct and bring back together with some additional information.

This Commission approved the purchase of two Public Safety Communication Site shelters from Thermobond Buildings, in the amount of \$538,180.00 for the Eagle Creek site, and \$577,081.00 for the Double H site, on November 20, 2023.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:

N/A

FISCAL IMPACT IF APPLICABLE:

The fiscal impact of approving this request would be an additional expenditure of \$68,229.00, for the Double H Site Shelter, from the approved fiscal year 2025-2026 Capital Project Funds.

RECOMMENDATION:

It is recommended that this request be approved, and the Technology Services Department be authorized to proceed with a change order, for the purchase of a Thermobond Building shelter, for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Thermobond Buildings Change Order Quote

POSSIBLE MOTION:

Motion to approve the Technology Services Department's request, as presented, to proceed with a change order, for the purchase of a Thermobond Building shelter, for the CSI Public Safety Communication Project – Phase II – Double H, in the additional amount of \$68,229.00.