



**Humboldt County Board of Commissioners
December 16, 2024 at 8:30 a.m.
Meeting Minutes**

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

CALL TO ORDER: Chairman Hill 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.

RECOGNITION OF TOM CASSINELLI'S SERVICE ON THE WILDLIFE: Presentation of plaque to Tom Cassinelli for his 35+ years of outstanding service and dedication to the Humboldt County Advisory Board for Wildlife. Commissioner Evatz offered comment recognizing Tom Cassinelli for his contribution to our community. Nevada Department of Wildlife Director Alan Jenne and Deputy Director Mike Scott appeared before the Commission and offered comment recognizing Mr. Cassinelli for his service. Humboldt County Wildlife Board Chairman Giovanni Giordano and State Wildlife Commission member Eddie Booth appeared before the Commission and offered comment recognizing Mr. Cassinelli for his service. Jim Rackley appeared before the Commission and offered comment as to Mr. Cassinelli's service and congratulated him on his retirement and provided a token of appreciation. Commissioner Cerri offered comment recognizing Mr. Cassinelli's contribution to the industry. Commissioners Hoss, Tipton and Chairman Hill offered their thanks to Mr. Cassinelli. Commissioner Evatz thanked Tony Gildone and Manager Kalkoske for their assistance with this presentation. Mr. Cassinelli offered comment and thanked everyone for the honor of serving. Commissioner Evatz and Manager Kalkoske presented Mr. Cassinelli with tokens of appreciation.

Commissioner Evatz recessed the meeting at 8:47 a.m. reconvening at 8:52 a.m.

PUBLIC COMMENT: Chairman Hill asked for public comment. Debra Gay appeared before the Commission and offered public comment related to the Master Plan and the Dinero set to public hearing; she suggested, before any approval of the amendment occur, that the Commission have a discussion as to the Master Plan and include the residents of the area in that discussion; she commented that this action will hurt the residents that live in the area and explained; she continued commenting on the water status for the area and the issues with a subdivision coming into the area which was discussed at a recent Planning meeting with no comments made related to Lithium's acquiring water from the airport. Brad Wigglesworth, Chairman of the Airport Board and the Commission's appointee to the Board offered public comment thanking Commissioner Hoss for his service on the Board; he continued

commenting on the appointment process for the Airport Board requesting that the Commission advertise and seek citizens of the community to serve on the Board rather than appointing a Commissioner. No further public comment offered.

CLOSED SESSION FOR LEGAL COUNSEL: Closed session pursuant to NRS 241.015(4)(c), to receive information from the attorney employed or retained by the public body regarding potential or existing litigation involving a matter over which the public body has supervision. The Commission will receive information related to the 9th Circuit Court of Appeals case, Baker Ranches, Inc. et. al. v. Deb Haaland, et. al. The following motion was made by Commissioner Tipton and passed unanimously:

To close the meeting to go into a closed session with legal counsel at this time.

The Commission went into closed session at 8:58 a.m. The Commission exited the meeting room and met in the County Manager's Office. The Commission returned to the room at 9:26 a.m. The following motion was made by Commissioner Tipton and passed unanimously:

To come out of closed session and go back into the regular meeting.

The Commission returned to open meeting at 9:26 a.m.

COUNTY MANAGER:

REQUEST DIRECTION REGARDING ENGAGING SCHROEDER LAW OFFICES: Consideration, discussion and possible approval of a contract to engage with Schroeder Law Offices to prepare an Amicus brief related to the 9th Circuit Court of Appeals case, Baker Ranches, Inc. et. al. v. Deb Haaland, et. al., addressing involvement of the federal government in relation to water rights across the State of Nevada on behalf of Humboldt County in an amount not to exceed \$10,000 and allow the County Manager to sign the engagement contract and conflict waiver. Included on the online agenda was a copy of the Staff Report detailing the request (see attached). The following motion was made by Commissioner Tipton and passed unanimously:

To engage with Schroeder Law Offices to prepare an Amicus Brief on behalf of Humboldt County in an amount not to exceed \$10,000.00 and to allow the County Manager to sign the engagement contract and conflict waiver and this Amicus Brief would be for the Baker Ranches, Incorporated et. Al. versus Deb Hoaland, et al.

APPROVAL OF MINUTES: Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for November 15, 2024 (Special); and November 18, 2024. Chairman Hill asked for corrections for the minutes as presented; none offered. Commissioner Tipton stated that he was not in attendance at the November 18, 2024 but would be approving as to form. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the minutes for November 15th and November 18th as presented.

APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR NOVEMBER 18, 2024 THROUGH DECEMBER 16, 2024: The following motion was made by Commissioner Evatz and passed unanimously:

To approve the expenditures for Humboldt County for November 18, 2024 through December 16, 2024 as submitted and presented in the packet.

REAPPOINTMENT AND/OR APPOINTMENT OF MEMBERS TO SPECIAL DISTRICTS AND BOARDS:

Consideration, discussion and possible approval of the following board reappointments/appointments:

Discussion ensued regarding whether the applicants had requested re-appointment and the manner in which the motions would need to occur.

McDermitt Fire District - Hank Kershner – Reappoint to Seat B with term to expire January 2, 2029 and Fortino Alvarez – Appoint to Seat C with term to expire January 2, 2029. Chairman Hill read the title of item as agendaized and asked if there were any other people seeking appointment to the seats as read; none offered. The following motion was made by Commissioner Cerri and passed unanimously:

To appoint Hank Kershner and Fortino Alvarez to the McDermitt Fire District.

Kings River General Improvement District - Diana Lopez - Reappoint to Seat B with term to expire January 2, 2029 and Martha Lopez – Reappoint to Seat C with term to expire January 2, 2029. Chairman Hill read the title of item as agendaized and asked if there were any other people seeking appointment to the seats as read; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To approve the appointment to Kings River General Improvement District of Diana Lopez and Martha Lopez for reappointment to their seats as read into the record by the Chair.

Golconda General Improvement District (Water District) - Dorla Latham – Reappointment to Seat B with a term to expire January 2, 2029 and Robert Lee – Reappointment to Seat D with a term to expire January 2, 2029. Chairman Hill read the title of item as agendaized and asked if there were any other people seeking appointment to the seats as read; none offered. Golconda Water Board member Ella Hight appeared before the Commission and offered comment as to Richard Lee’s request for reappointment and noting the error on the agenda related to Mr. Lee’s first name. The following motion was made by Commissioner Cerri and passed unanimously:

To reappoint Dorla Latham and Richard Lee to the GID.

Winnemucca Convention & Visitors Authority: Brian Stone – Hotel Representative with a term to expire January 2, 2029, John Arant – Business Representative with a term to expire January 2, 2029 and Terry Boyle – Motel Representative with a term to expire January 2, 2029. Discussion ensued regarding the

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Business Representative appointment. Chairman Hill read the title of item as agenda item and asked if there were any other people seeking appointment to the seats as read; none offered. The following motion was made by Commissioner Cerri and passed unanimously:

To reappoint to the Winnemucca Convention and Visitors Authority Brion Stone, John Arant and Terry Boyle.

911 Surcharge Advisory Committee - Sean Cooney with a term to expire December 31, 2026 and Torrey Sheen with a term to expire December 31, 2026. Chairman Hill read the title of item as agenda item and asked if there were any other people seeking appointment to the seats as read; none offered. The following motion was made by Commissioner Tipton and passed unanimously:

To appoint to the 911 Surcharge Advisory Committee Sean Cooney and Torrey Sheen.

COUNTY CLERK:

DESIGNATION OF COMMISSIONER RON CERRI TO SERVE AS THE CHAIRMAN OF THE COUNTY BOARD OF EQUALIZATION: Consideration, discussion and possible approval for a request per the requirements of NRS 361.340(4) for the Chairman of the Board of Commissioners for designation of Commissioner Ron Cerri to serve as the Chairman of the County Board of Equalization with the term set to expire December 31, 2025. The following motion was made by Commissioner Evatz and passed unanimously:

To appoint Commissioner Ron Cerri to serve as the Chairman of the County Board of Equalization for a term to expire on December 31, 2025.

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

REQUEST TO APPROVE THE FINAL AMERICAN RESCUE PLAN ACT PROJECT AND EXPENDITURE PLAN AND TO TRANSFER ANY FUNDS UNOBLIGATED OR INCURRED BY DECEMBER 31, 2024, TO THE BUILDING RESERVE FUND: Consideration, discussion and possible approval of the final American Rescue Plan Act (ARPA) Project and Expenditure Plan and to transfer any funds that have not been spent, obligated, or incurred by December 31, 2024, to the Building Reserve Fund as allowed by the US Treasury for the purposes of capital projects. Included on the online agenda for review was a Staff Report detailing the request and a break out of the projects, award allocated, expenses through 12/16/24, award remaining, project status (see attached). Comptroller Rackley reviewed the request for the Commission with a recommendation that the balance of any unspent funds be moved to the Building Reserve Fund for the purposes of capital projects. Discussion ensued. Commissioner Tipton thanked Comptroller Rackley and City Manager Alicia Heiser for their efforts on this. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve the final American Rescue Plan Act project and expenditure plan, to transfer any unspent and unobligated funds incurred by December 31, 2024 to the Building Fund for the purpose of capital projects.

FINANCIAL REPORT: Humboldt County Comptroller's Office will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2025 (July 1, 2024 through June 30, 2025), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Deputy Comptroller Noyes offered his thanks to Comptroller Rackley for her work with the ARPA Funds. He continued reporting on the September CTX receipt and informed the Commission that notification had been received from Nevada PERS about an increase for both regular members and law enforcement members and reviewed the associated information as to the notification. Discussion ensued.

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

REQUEST TO ENTER A NEW RENTAL AGREEMENT Consideration, discussion and possible approval to terminate the current rental agreement with Haskell Complex LLC. and enter a new 5-year rental agreement to move from Suite D to Suite C, which is a larger office space within the same building. Director Byrd reviewed the request for the Commission. Manager Kalkoske noted that the agreement had been reviewed by the District Attorney. Commissioner Hoss asked about the increase. Director Byrd commented the inclusion of Pre-Trial Services and Public Guardian/Administrator duties into the office. Commissioner Hoss asked if all departments are contributing to the costs noting concerns with the impact of this rent overage on the budget. Director Byrd responded. Discussion ensued. The following motion was made by Commissioner Evatz and passed unanimously:

To terminate the current rental agreement with Haskell Complex, LLC and enter into a new five-year rental agreement which supports the movement of your offices from suite D to suite C.

PLANNING:

SET TO PUBLIC HEARING REQUEST TO AMEND THE HUMBOLDT COUNTY'S MASTER PLAN Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by the County Clerk for request related to MP-24-02 A Master Plan Amendment application submitted by Miguel Esquibel as owner of Dinero Ranch, LLC to amend the MDR (Medium Density Residential) Master Plan designation to a COMM (Commercial) Master Plan designation. Subject property is located off Rose Creek Road; assessor's parcel #'s 05-0803-04 and 05; 13-0193-02; 14-0011-02 and 03. Chairman Hill read the title of the item to be set to public hearing. The following motion was made by Commissioner Cerri and passed unanimously:

To set to public hearing at a future date determined by the County Clerk for the item as read into the record by the Chair.

Chairman Hill recessed the meeting at 10:08 a.m. reconvening at 10:12 a.m.

10:00 A.M. PUBLIC HEARING: Chairman Hill called the Public Hearing to Order at 10:12 a.m.

SECOND HEARING REQUEST TO APPROVE ORDINANCE TO RE-ESTABLISH THE PARADISE VALLEY SEWER DISTRICT BOARD: Consideration, discussion and possible adoption of an ordinance amending Title 13 titled "Public Services", Chapter 13.24 "Paradise Valley Sewer District" to add section 13.24.080 to allow the members (trustees) of the local governing board to be appointed by the Board of County Commissioners, annual compensation for each trustee at zero dollars and 00/100s (\$0), terms of office. To amend sections 13.24.045 (B) Fee for Sewer Use Unit to be set by the board (D) Method of Payment to occur on a quarterly basis or through real property taxes, and 13.24.060 Connection charge to be set at actual cost plus \$500.00, to address other matters properly related thereto. Chairman Hill read the title of the item set to public hearing. Legal counsel Carr asked if statutory notices had been accomplished. Manager Kalkoske confirmed they were. Manager Kalkoske reviewed the request for the Commission. Chairman Hill commented that this is a great thing that the community is choosing to take this back over as then they have a buy in on their system. Commissioner Evatz asked how it is confirmed that the Board manages the entity efficiently so there would not be the need for the Commission to bail it out. Manager Kalkoske explained. Discussion ensued as to the publication and effective date with legal counsel Carr recommending that the effective date be included in any motion made. Chairman Hill asked for public comment; none offered. The following motion was made by Commissioner Evatz and passed unanimously:

To adopt an ordinance to reestablish the Paradise Valley Sewer District Board per all the information presented in the agenda and associated packet to start, to be effective on January 1, 2025.

(Ordinance No. 12-16-24)

MUNOZ NUISANCE COMPLAINT UPDATE Consideration, discussion and possible action on a follow-up report per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 3080 Mars Avenue, Winnemucca, NV, Assessor's Parcel Number 13-0457-06 and owned by Jose Flores/Petra Moran Munoz. Said action may include abatement or other legal remedies as allowed by law to address the nuisance. Manager Kalkoske reviewed the request for the Commission explaining the letter sent, a meeting which has occurred, as well as future meetings with the person occupying the property and what is being proposed to address the issue; he stated that he plans on monitoring the issue and will provide another update on the status in January. Discussion ensued regarding what action

may be required at this time including the need to keep the complainants informed as to the status. The following motion was made by Commissioner Evatz and passed unanimously:

To continue to keep it as an open complaint and look for an update of a future meeting from the County Manager as per statements, it sounds like progress is being made and we will continue to monitor the progress.

OPIOID LITIGATION GRANT REVIEW COMMITTEE: Juvenile Services Director Pauline Salla in her capacity as Chairperson for the Opioid Litigation Grant Review Committee and Jaime Clemens and Lisa Evatz members of the Committee appeared before the Commission.

RECOMMENDATION FOR THE SECOND ROUND OF FUNDING GRANTEES Consideration, discussion and possible approval to award Opioid Litigation funding to the Frontier Community Coalition in the amount of \$158,904.00 and to Humboldt County Emergency Management in the amount of \$26,076.00. Included on the online agenda was a Staff Report detailing the request (see attached). Commissioner Evatz disclosed for the record that his wife sits on the Committee but he will not be abstaining from discussion and action on the item. Chairperson Salla reviewed the funding request for the Frontier Community Coalition. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the award of opioid litigation funding to the Frontier Community Coalition in the amount of \$158,904.00.

Chairperson Salla reviewed the funding request for the Humboldt County Emergency Management Department. Chairman Hill asked if this is a one-time grant. Chairperson Salla confirmed that is the case but grant funding can be re-applied for. The following motion was made by Commissioner Tipton and passed unanimously:

To approve \$26,076.00 for the Emergency Manager from the opioid litigation fund.

Chairperson Salla continued seeking clarification from the Commission if they would want to review updated documents going forward; she reviewed the documents they are seeking to implement or update. Legal counsel Carr offered comment that this is not an action item and while she believes it is important to share, if the Board wishes to take action, it would need to be agendized. Chairman Hill suggested that, if the changes do not change the mission or reporting, the Commission does not need to tell the Committee how to do their business. Commissioner Evatz concurred but suggested that updates could be an information item. Discussion ensued regarding the annual reporting and the method for getting the award letters signed by the Chairman.

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

REQUEST TO AWARD BID TO REPLACE METERS: Consideration, discussion and possible approval to award Four Point Engineering the bid to replace meters for water systems in Humboldt County in an amount not to exceed \$242,910.00. Director Ferraro reviewed the request for the Commission including the two bids received from Four Point Engineering and Z7 Development including his recommendation that the Commission approve this project with the use of ARPA funding for the installation of the meters with the purchase of the meters from Western Nevada Supply in the amount of \$220,752.78 in conjunction with the installation, with the total project being done by Four Point Engineering for a total amount of \$463,662.78. Commissioner Evatz asked about the difference between the two bids. Director Ferraro responded. Discussion ensued regarding the difference between the purchase and installation of the meters as opposed to the rest of the proposal which will come back before the Commission for further action. Legal counsel Carr asked if this action is contingent on a future action and questioned if that would need to be included in any motion. Manager Kalkoske responded noting that the County has done their part and the amendment for funding has been sent to Nevada Department of Conservation and Natural Resources but nothing has been received verifying the authorization; discussion ensued. Legal counsel Carr noted her concern that we are committing to this company to pay a certain amount which could be actionable if something occurs that the amendment is not approved. Discussion ensued. Chairman Hill asked if action needs to be taken today on this item. Manager Kalkoske suggested that as long as the language of the motion is contingent that should protect the county. Director Ferraro confirmed that both vendors are aware that this is based on grant funding. Commissioner Evatz noted his concern that if the process takes time, it could impact the cost of this part. Comptroller Rackley appeared before the Commission and suggested that because this funding is ARPA via the State, action may need to be taken before the end of the year. Manager Kalkoske concurred. Legal counsel Carr offered recommended language for a motion to be "To approve an award to Four Point Engineering to replace meters for water systems in Humboldt County in an amount not to exceed \$242,910.00 subject to and contingent upon the amendment as put on the record by Don Kalkoske." The following motion was made by Commissioner Evatz and passed unanimously:

To use legal counsel's language, to approve an award to Four Point Engineering to replace meters for water systems in Humboldt County in an amount not to exceed \$242,910.00 subject to and contingent upon the amendment as put on the record by Don Kalkoske.

REQUEST TO PURCHASE ENTERPRISE TRUCK: Consideration, discussion and possible approval of a request to purchase Unit 116 a 2019 Dodge Big Horn 4x4 from Enterprise in an amount not to exceed

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\$10,781.24. Director Ferraro reviewed the request for the Commission noting the cost may be higher than identified. Legal counsel Carr indicated that if the amount is different than what is agendaized and is higher this matter would need to be placed on another agenda to be safe. Public Works Administrative Assistant Jennifer Trujillo appeared before the Commission (via Teams) and explained that the amount on the agenda is correct. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

To purchase the 2019 Dodge Bighorn four by four from Enterprise in an amount not to exceed \$10,781.24.

GENERAL ROAD PROJECTS: A presentation by Humboldt County Public Works Director Dan Ferraro to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Director Ferraro reported on drainage clean-up, material cover, road grading, culvert installation and an upcoming discussion related to tank inspections.

Chairman Hill recessed the meeting at 10:57 a.m. reconvening at 11:01 a.m.

SHERIFF: Undersheriff Damon Kuskie appeared before the Commission.

LIQUOR BOARD: Undersheriff Kuskie convened a meeting of the Liquor Board at 11:01 a.m.

Public Comment: Undersheriff Kuskie asked for public comment; none offered.

Consideration, discussion and possible approval for the following Liquor Licenses: A new liquor license for Golden Gate-McDermitt on behalf of applicant Dennis O'Keefe and a new liquor license for Walmart, Inc. wholesale delivery on behalf of applicant Kimberly S. Riley. Undersheriff Kuskie reviewed the request for the Commission and recommended approval. The following motion was made by Commissioner Cerri and passed unanimously:

To approve a new liquor license for Golden Gate-McDermitt on behalf of applicant Dennis O'Keefe.

Undersheriff Kuskie reviewed the request for the Commission and recommended approval. The following motion was made by Commissioner Hill and passed unanimously:

To approve the location for Walmart.

Public Comment: Undersheriff Kuskie asked for public comment; none offered.

Adjournment: Undersheriff Kuskie adjourned the Liquor Board meeting at 11:04 a.m.

LIBRARY: Library Director Jessica Anderson appeared before the Commission.

REQUEST TO ACKNOWLEDGE AND ACCEPT GRANTS: Consideration, discussion and possible approval to accept the State Bookmobile Support Funding and SB 341 One-Time Allocation for \$43,620.00 and State Collection Development Funding and SB 341 One-Time Allocation for \$12,759.00. Director Anderson

reviewed the requests for the Commission. After discussion the following motion was made by Commissioner Tipton and passed unanimously:

To approve and accept the State Bookmobile Support Funding and SB 341 one-time allocation for \$43,620.00 and \$12,759.00 State collection development funding and SB 341 one-time allocation state fund grants for Humboldt County Library.

REQUEST TO UTILIZE GRANT FUNDS FOR A NEW VINYL WRAP FOR THE HUMBOLDT COUNTY BOOKMOBILE: Consideration, discussion and possible approval to utilize Bookmobile SB 341 One-Time Allocation funds for a new vinyl wrap for the Humboldt County Bookmobile in an amount not to exceed \$7,500.00. The following motion was made by Commissioner Tipton and passed unanimously:

To approve to utilize Bookmobile SB 341 one-time allocation funds for a new vinyl wrap for the Humboldt County Bookmobile in an amount not to exceed \$7,500.00.

TECHNOLOGY SERVICES: Director Mike DeTullio appeared before the Commission.

REQUEST APPROVAL FOR DEPARTMENT POLICIES MANUAL: Consideration, discussion and possible approval of the Humboldt County Technology Services Policies Manual. A copy of the proposed manual was included on the online agenda for review. Director DeTullio reviewed the request for the Commission. Legal counsel Carr recommended that any acceptance be subject to review by legal counsel. The following motion was made by Commissioner Cerri and passed unanimously:

To approve the Humboldt County Technology Services Policies Manual subject to review by the District Attorney's Office.

REQUEST TO PURCHASE SECURITY CAMERAS: Consideration, discussion and possible approval of a request to purchase twenty- six (26) security cameras and licenses and cloud storage for same, from Amplify SI, in the amount not to exceed \$65,117.76. Included on the online agenda for review was a Staff Report detailing the request (see attached). Director DeTullio reviewed the request for the Commission. Commissioner Evatz asked for clarification on the number of cameras installed and the utilization of said cameras. Commissioner Hoss asked about the cost per year. Director DeTullio responded. Chairman Hill asked who has access. Director DeTullio responded. Commissioner Tipton asked if the cost was in the current budget. Director DeTullio confirmed it was. After discussion the following motion was made by Commissioner Evatz and passed unanimously:

To purchase twenty- six security cameras and licenses and cloud storage for same, from Amplify SI, to be installed by the end of the fiscal year, in the amount not to exceed \$65,117.76.

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

REQUEST TO EXTEND LEASE AGREEMENT FOR THE COMMUNITY HEALTH NURSE OFFICE: Consideration, discussion and possible approval to engage in a lease agreement with KTMJRJAY LLC for the Health Nurse office and allow the County Manager to sign the lease agreement. Manager Kalkoske reviewed the request for the Commission. The following motion was made by Commissioner Tipton and passed unanimously:

To engage in a lease agreement with KTMJRJAY LLC for the Health Nurse office and allow the County Manager to sign the lease agreement.

REQUEST TO ESTABLISH A SINGLE POINT ENTRY TO THE COUNTY COURTHOUSE Consideration, discussion and possible approval to proceed with the establishment of a single point of entry to the courthouse in order to streamline security procedures, improve accessibility, and enhance overall safety for both the public and courthouse personnel. Manager Kalkoske reviewed the request for the Commission. Discussion ensued regarding the ability of employees to carry concealed weapons, concerns about limiting ease of access to the building, the installation of cameras for protection, the cost of the proposal, the need for the employees to feel safe but concern with personal freedoms being taken away, the impact on the lobby space, concerns with issues with the entrance in question and employee access. District Judge Michael R. Montero appeared before the Commission and offered comment noting security concerns as well as arrangements that can be made for staff access, comments as to the concealed carry issue and concerns for staff safety. Discussion ensued. Commissioner Evatz stated his support for the need for a comprehensive evaluation for doing this. Judge Montero commented on the status of the equipment purchased through grant funding. Buildings & Grounds Maintenance Operations Supervisor, Adrian Gonzalez offered comment (via Teams) on the measuring of the machine in question. Chairman Hill noted concerns with the language on the agenda. Chairman Hill asked if the security personnel at the entrance of the Court side would be moved to the new location. Judge Montero confirmed that would occur. Commissioner Tipton noted the need to verify if any construction has to occur to establish this. Commissioner Cerri noted concern with the agenda language as well. Legal counsel Carr offered comment on what could occur. Discussion ensued.

Legal counsel Carr offered comment on possible language for a motion. The following motion was made by Commissioner Evatz and passed unanimously:

To continue this item to allow for a comprehensive evaluation for establishing a single point of entry for the county courthouse including aspects of implementation and a cost estimation and to be brought back before the Commission for possible approval including the budget.

DISCUSSION OF THE 2025 COUNTY CALENDAR Consideration, discussion, and possible approval of the 2025 County Manager's Calendar of Events, including dates for County Commission meetings and other internal events. Discussion ensued. The following motion was made by Commissioner Evatz and passed unanimously:

To approve the calendar as presented.

MISCELLANEOUS REPORTS AND CORRESPONDENCE

Other information and upcoming meetings: December 17, 2024 Winnemucca City Council Meeting, December 25, 2024 Christmas Day - All Humboldt County offices closed, January 1, 2025 New Year's Day - All Humboldt County offices closed, January 6, 2025 Humboldt County Board of Commissioners Meeting and January 7, 2025 Winnemucca City Council Meeting.


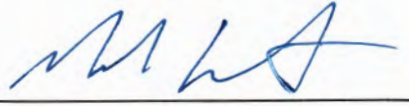
Reports from Commissioners regarding other Boards and Committees on which they serve: Commissioner Tipton reported on a Public Lands and Natural Resource meeting and a NACO Board of Directors meeting. Commissioner Hoss reported on a Central Nevada Water Authority meeting and an Airport Board meeting. No further reports offered.

FUTURE AGENDA ITEM5: Whether an item will be placed on a future agenda will be subject to the chairman and/or legal counsel's determination. Manager Kalkoske identified the nuisance update and single point entry. Commissioner Evatz asked about a master plan update and questioned the process and time line for that. Manager Kalkoske responded. Commissioner Evatz asked for a comprehensive overview of what is entailed in the process. Manager Kalkoske commented noting the need to bring a consultant on board for this and the need to budget for it. Legal counsel Carr noted the option to discuss the issue at the annual retreat. Commissioner Hoss commented on a reference during a Planning Commission meeting about the water situation within the Winnemucca water segment and current requirements. Commissioner Evatz asked about discussion as a Commission around a comprehensive approach to project management for the Grass Valley Sewer System Project. Commissioner Hoss noted the concerns voiced this morning by the Comptroller's Office with the McDermitt Sewer fund status. Chairman Hill offered his thanks to Commissioner Hoss for his service on the Commission. Commissioner Hoss stated his appreciation for working with everyone.

PUBLIC COMMENT: Chairman Hill asked for public comment. Commissioner Cerri offered his thanks to Commissioner Hoss. Commissioner Hoss responded. Commissioner Tipton offered his thanks to Commissioner Hoss. Commissioner Evatz offered a Merry Christmas to county employees and the public that shows up here and participates in the process. Manager Kalkoske offered his thanks to Commissioner Hoss. Juvenile Services Director Pauline Salla appeared before the Commission (via

Teams) and offered public comment on funding secured for the kitchen project noting that once the official award is received the matter would be placed on an agenda. Jaime Clemens appeared before the Commission (via telephone) and offered public comment stating her support for the single point entry proposal for security purposes. No further public comment offered.

ADJOURNMENT: Chairman Hill adjourned the meeting at 12:49 p.m.

ATTEST:  _____ APPROVED:  _____
Clerk Chairman

(Minutes approved by the Commission and signed by the Chairman on 01-06-2025)

Notice of Public Meeting
Humboldt County Board of Commissioners Regular Meeting
Monday, December 16, 2024
8:30 AM

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

FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS

Click here to join the meeting:

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Or by phone: +1 775-446-0241, Conference ID: 319 901 041#

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. COUNTY MANAGER: RECOGNITION OF TOM CASSINELLI'S SERVICE ON THE WILDLIFE BOARD (NO ACTION)

Presentation of plaque to Tom Cassinelli for his 35+ years of outstanding service and dedication to the Humboldt County Advisory Board for Wildlife. No action.

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

5. CLOSED SESSION FOR LEGAL COUNSEL (FOR INFORMATION ONLY)

Closed session pursuant to NRS 241.015(4)(c), to receive information from the attorney

employed or retained by the public body regarding potential or existing litigation involving a matter over which the public body has supervision. The commission will receive information related to the 9th Circuit Court of Appeals case, *Baker Ranches, Inc. et. al. v. Deb Haaland, et. al.* Information only.

6. COUNTY MANAGER: REQUEST DIRECTION REGARDING ENGAGING SCHROEDER LAW OFFICES (POSSIBLE ACTION)

Consideration, discussion and possible approval of a contract to engage with Schroeder Law Offices to prepare an Amicus brief related to the 9th Circuit Court of Appeals case, *Baker Ranches, Inc. et. al. v. Deb Haaland, et. al.*, addressing involvement of the federal government in relation to water rights across the State of Nevada on behalf of Humboldt County in an amount not to exceed \$10,000 and allow the County Manager to sign the engagement contract and conflict waiver. Discussion and possible action.

6.A) Schroeder Law

[Schroeder Law Engagement.pdf](#)

7. APPROVAL OF MINUTES (FOR POSSIBLE ACTION)

Discussion and action on correction/approval of minutes for discussion and action on correction/approval of minutes for March 27, 2017 (Budget Hearing); April 3, 2017; May 1, 2017 (Joint); May 15, 2017; June 19, 2017; July 10, 2017; August 7, 2017 (Joint); August 21, 2017; December 11, 2017 (Joint); January 16, 2018; January 29, 2018 (Retreat); February 5, 2018; February 20, 2018; March 5, 2018; April 2, 2018 (Budget Hearing); April 9, 2018; August 6, 2018; August 20, 2018; September 17, 2018; October 1, 2018; October 15, 2018; March 18, 2019; March 25, 2019 (Budget Hearings); April 1, 2019; May 6, 2019; May 15, 2019 (Special); May 20, 2019; June 3, 2019; June 17, 2019; June 5, 2019 (Special); August 5, 2019; August 19, 2019; September 3, 2019; September 16, 2019; October 21, 2019; November 4, 2019; November 25, 2019 (Special); December 16, 2019; January 6, 2020; January 21, 2020 (Combined Regular and Retreat); February 3, 2020; March 2, 2020; March 19, 2020; April 6, 2020; April 14, 2020 (Special); April 20, 2020; May 4, 2020; June 15, 2020 (Joint); July 17, 2020 (Special Joint); July 20, 2020; September 16, 2024; October 7, 2024; October 21, 2024; November 4, 2024; November 15, 2024 (Special); and November 18, 2024. Discussion and possible action.

7.A) Minutes

[HCC111524unapprovedUNOFFICIAL.pdf](#)

[HCC111824unapprovedUNOFFICIAL.pdf](#)

8. APPROVAL OF EXPENDITURES FOR HUMBOLDT COUNTY FOR NOVEMBER 18, 2024 THROUGH DECEMBER 16, 2024 (FOR POSSIBLE ACTION)

9. REAPPOINTMENT AND/OR APPOINTMENT OF MEMBERS TO SPECIAL DISTRICTS AND BOARDS (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval of the following board reappointments/appointments:

McDermitt FD

Hank Kershner – Reappoint to Seat B with term to expire January 2, 2029

Fortino Alvarez – Appoint to Seat C with term to expire January 2, 2029

Kings River GID

Diana Lopez - Reappoint to Seat B with term to expire January 2, 2029

Martha Lopez – Reappoint to Seat C with term to expire January 2, 2029

Golconda GID

Dorla Latham – Reappointment to Seat B with a term to expire January 2, 2029

Robert Lee – Reappointment to Seat D with a term to expire January 2, 2029

Winnemucca Convention & Visitors Authority

Brian Stone – Hotel Representative with a term to expire January 2, 2029

John Arant – Business Representative with a term to expire January 2, 2029

Terry Boyle – Motel Representative with a term to expire January 2, 2029

911 Surcharge Advisory Committee

Sean Cooney with a term to expire December 31, 2026

Torrey Sheen with a term to expire December 31, 2026

Discussion and possible action.

10. CLERK: DESIGNATION OF COMMISSIONER RON CERRI TO SERVE AS THE CHAIRMAN OF THE COUNTY BOARD OF EQUALIZATION (POSSIBLE ACTION)

Consideration, discussion and possible approval for a request per the requirements of NRS 361.340(4) for the Chairman of the Board of Commissioners for designation of

Commissioner Ron Cerri to serve as the Chairman of the County Board of Equalization with the term set to expire December 31, 2025. Discussion and possible action.

10.A) Board of Equalization appointment
[BOE Appt 2025.pdf](#)

11. COMPTROLLER: REQUEST TO APPROVE THE FINAL AMERICAN RESCUE PLAN ACT PROJECT AND EXPENDITURE PLAN AND TO TRANSFER ANY FUNDS UNOBLIGATED OR INCURRED BY DECEMBER 31, 2024, TO THE BUILDING RESERVE FUND (POSSIBLE ACTION); FINANCIAL REPORT (INFORMATIONAL ONLY)

- A. Consideration, discussion and possible approval of the final American Rescue Plan Act (ARPA) Project and Expenditure Plan and to transfer any funds that have not been spent, obligated, or incurred by December 31, 2024, to the Building Reserve Fund as allowed by the US Treasury for the purposes of capital projects. Discussion and possible action.
- B. Humboldt County Comptroller's Office will provide an overview of current conditions with respect to Humboldt County revenues and expenditures for fiscal year 2025 (July 1, 2024 through June 30, 2025), including an update on the American Rescue Plan Act (ARPA) and other funding available to the County. Information Only.

11.A) Comptroller
[Staff Report Final ARPA Expenditure Plan.pdf](#)
[Project and Expenditure Plan Update Spending 12.16.24.pdf](#)

12. HUMAN SERVICES: REQUEST TO ENTER A NEW RENTAL AGREEMENT (POSSIBLE ACTION)

Consideration, discussion and possible approval to terminate the current rental agreement with Haskell Complex LLC. and enter a new 5-year rental agreement to move from Suite D to Suite C, which is a larger office space within the same building. Discussion and possible action.

12.A) HS Rental
[Staff Agenda Request 11.25.24.pdf](#)

13. PLANNING: SET TO PUBLIC HEARING REQUEST TO AMEND THE HUMBOLDT COUNTY'S MASTER PLAN (FOR POSSIBLE ACTION)

Consideration, discussion and possible approval to Set to Public Hearing for a future date to be determined by the County Clerk for request related to MP-24-02 A Master Plan Amendment application submitted by Miguel Esquibel as owner of Dinero Ranch, LLC to amend the MDR (Medium Density Residential) Master Plan designation to a COMM (Commercial) Master Plan designation. Subject property is located off Rose Creek Road; assessor's parcel #'s 05-0803-04 and 05; 13-0193-02; 14-0011-02 and 03. Discussion and possible action.

13.A) Set to Public Hearing - MP-24-02

14. 10:00 A.M. PUBLIC HEARING: SECOND HEARING REQUEST TO APPROVE ORDINANCE TO RE-ESTABLISH THE PARADISE VALLEY SEWER DISTRICT BOARD (FOR POSSIBLE ACTION)

Consideration, discussion and possible adoption of an ordinance amending Title 13 titled "Public Services", Chapter 13.24 "Paradise Valley Sewer District" to add section 13.24.080 to allow the members (trustees) of the local governing board to be appointed by the Board of County Commissioners, annual compensation for each trustee at zero dollars and 00/100s (\$0), terms of office. To amend sections 13.24.045 (B) Fee for Sewer Use Unit to be set by the board (D) Method of Payment to occur on a quarterly basis or through real property taxes, and 13.24.060 Connection charge to be set at actual cost plus \$500.00, to address other matters properly related thereto. Discussion and possible action.

14.A) PV Sewer Board Ordinance

[Chapter 13.24 PV GID re-establish board and other related.pdf](#)

[Notice of Pub Hearing - PV Sewer Board Ordinance_12-16-2024.pdf](#)

15. MUNOZ NUISANCE COMPLAINT UPDATE (FOR POSSIBLE ACTION)

Consideration, discussion and possible action on a follow-up report per Humboldt County Code (HCC) 8.04.010, related to a nuisance complaint filed against property located at 3080 Mars Avenue, Winnemucca, NV, Assessor's Parcel Number 13-0457-06 and owned by Jose Flores/Petra Moran Munoz. Said action may include abatement or other legal remedies as allowed by law to address the nuisance. Discussion and possible action.

16. OPIOID LITIGATION GRANT REVIEW COMMITTEE: RECOMMENDATION FOR THE SECOND ROUND OF FUNDING GRANTEES (POSSIBLE ACTION)

Consideration, discussion and possible approval to award Opioid Litigation funding to the Frontier Community Coalition in the amount of \$158,904 and to Humboldt County Emergency Management in the amount of \$26,076. Discussion and possible action.

16.A) Opioid Litigation Committee

[Staff Report Opioid Litigation Committee Recommendations.pdf](#)

[Grant budget narrative and vendor info.pdf](#)

[Humboldt County Opioid Litigation Funding Grant Reporting.pdf](#)

[QR FInal.xlsx](#)

[FCC Budget FY25.xlsx](#)

[Grant application.pdf](#)

[Grant Award Letter Template.pdf](#)

17. PUBLIC WORKS DEPARTMENT: REQUEST TO AWARD BID TO REPLACE METERS; REQUEST TO PURCHASE ENTERPRISE TRUCK (POSSIBLE ACTION); AND GENERAL ROAD PROJECTS (FOR INFORMATION ONLY)

A. Consideration, discussion and possible approval to award Four Point Engineering

the bid to replace meters for water systems in Humboldt County in an amount not to exceed \$242,910.00. Discussion and possible action.

- B. Consideration, discussion and possible approval of a request to purchase Unit 116 a 2019 Dodge Big Horn 4x4 from Enterprise in an amount not to exceed \$10,781.24. Discussion and possible action.
- C. A presentation by Humboldt County Public Works Director Dan Ferraro to update the Board on Road projects within Humboldt County, however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.

17.A) Public Works

[Staff Report-Meter Installation 2024-2025.pdf](#)

[Staff Report Enterprise Truck Purchase.pdf](#)

18. SHERIFF: LIQUOR BOARD (POSSIBLE ACTION)

Undersheriff Kuskie is requesting that the Humboldt County Liquor Board be convened.

- A. Public Comment
- B. Consideration, discussion and possible approval for the following Liquor Licenses:
 - A new liquor license for Golden Gate-McDermitt on behalf of applicant Dennis O'Keefe. Discussion and possible action.
 - A new liquor license for Walmart, Inc. wholesale delivery on behalf of applicant Kimberly S. Riley. Discussion and possible action.
- C. Public Comment
- D. Adjournment

18.A) New Liquor Licenses

[Sheriff -New Liquor Licenses.pdf](#)

19.

LIBRARY: REQUEST TO ACKNOWLEDGE AND ACCEPT GRANTS; REQUEST TO UTILIZE GRANT FUNDS FOR A NEW VINYL WRAP FOR THE HUMBOLDT COUNTY BOOKMOBILE (POSSIBLE ACTION)

- A. Consideration, discussion and possible approval to accept the State Bookmobile Support Funding and SB 341 One-Time Allocation for \$43,620 and State Collection Development Funding and SB 341 One-Time Allocation for \$12,759. Discussion and possible action.
- B. Consideration, discussion and possible approval to utilize Bookmobile SB 341 One-Time Allocation funds for a new vinyl wrap for the Humboldt County Bookmobile in an amount not to exceed \$7,500. Discussion and possible action.

19.A) Library Grants

[Library Grants.pdf](#)

20. TECHNOLOGY SERVICES: REQUEST APPROVAL FOR DEPARTMENT POLICIES MANUAL; REQUEST TO PURCHASE SECURITY CAMERAS (POSSIBLE ACTION)

- A. Consideration, discussion and possible approval of the Humboldt County Technology Services Policies Manual. Discussion and possible action.
- B. Consideration, discussion and possible approval of a request to purchase twenty-six (26) security cameras and licenses and cloud storage for same, from Amplify SI, in the amount not to exceed \$65,117.76. Discussion and possible action.

20.A) TSD

[TSD - TSD Policy Manual.pdf](#)

[TSD - Spec Dept Proj - Cameras - 2nd Req.pdf](#)

21. COUNTY MANAGER: REQUEST TO EXTEND LEASE AGREEMENT FOR THE COMMUNITY HEALTH NURSE OFFICE (POSSIBLE ACTION)

Consideration, discussion and possible approval to engage in a lease agreement with KTMRJAY LLC for the Health Nurse office and allow the County Manager to sign the lease agreement. Discussion and possible action.

21.A) Community Nurse Lease

[Staff Report - Health Nurse Lease - 12162024.pdf](#)

22. COUNTY MANAGER: REQUEST TO ESTABLISH A SINGLE POINT ENTRY TO THE COUNTY COURTHOUSE (POSSIBLE ACTION)

Consideration, discussion and possible approval to proceed with the establishment of a single point of entry to the courthouse in order to streamline security procedures, improve accessibility, and enhance overall safety for both the public and courthouse personnel. Discussion and possible action.

22.A) Single Point Entry

[Staff Report - Single Point Entry - 12162024.pdf](#)

23. DISCUSSION OF THE 2025 COUNTY CALENDAR (FOR POSSIBLE ACTION)

Consideration, discussion, and possible approval of the 2025 County Manager's Calendar of Events, including dates for County Commission meetings and other internal events. Discussion and possible action.

23.A) Calendar

[2025 Calendar Grid_final.pdf](#)

24. MISCELLANEOUS REPORTS AND CORRESPONDENCE

- 1. Other information and upcoming meetings:

December 25, 2024 Christmas Day - All Humboldt County offices closed

January 1, 2025 New Year's Day - All Humboldt County offices closed

January 6, 2025 Humboldt County Board of Commissioners Meeting

January 7, 2025 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).

25. 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.

26. 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.

27. ADJOURNMENT

28. 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.humboldtcountynev.gov/> (click on the "Government" link on the home page) if that information was available when the agenda was posted. If the supporting material/ staff report is not included in the agenda packet, it is available to the general public at the same time the materials are provided to the Board. The administrative assistant at the County Manager's Office located at 50 West 5th Street, Winnemucca, Nevada, telephone number 775-623-6300 is the designated person from whom a member of the public may request the supporting material for this meeting and the County Manager's Office is the location where the supporting material is available to the public.

CERTIFICATE OF POSTING

PLACES POSTED: Humboldt Co. Courthouse, 50 W. 5th St., Rooms 201, 205, & 207 at 9:00 A.M. By: MC

Humboldt County Website: <https://www.humboldtcountynv.gov> at _____ By: _____

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

MEETING DATE: December 16, 2024

DATE POSTED: December 11, 2024 POSTED BY: MICHELLE COOK

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

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

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

EQUAL OPPORTUNITY NOTICE - Humboldt County is an Equal Opportunity Employer and will not discriminate against employees or applicants for employment or services in an unlawful manner.

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

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

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

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

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

fax: (202) 690-7422; or

email: intake@usda.gov

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HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: November 22, 2024
TO: County Commission
FROM: Opioid Litigation Grant Review Committee, Pauline Salla
SUBJECT: Funding Recommendations for Notice of Funding Opportunity Second Phase,
Approval of Grant Award Letter (Template)
Quarterly Report Template
Grant Reporting Protocol
Expenditure Template

REQUESTED AGENDA DATE: next available

SUMMARY

This is the second funding opportunity for the Opioid Litigation Funding. The Grant Review Committee has worked with the Comptroller's Office to streamline our process and address gaps within grantee reporting.

There are two new funding requests:
Frontier Community Coalition – Prevention, Treatment, and Recovery Priority
Amount Requested \$158,904
Committee recommends funding

Humboldt County Emergency Management
Amount Requested \$26,076- Education and Awareness Campaign Priority
Committee recommends funding

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The commission must approve final funding amounts and all documents utilized with the Opioid Litigation Funding Committee

PREVIOUS ACTION

The Commission approved the first grant recipient in March of 2024. This is the second round of funding. The Commission approved the current templates utilized by the grantees, however, during this first 6 months, we identified areas that we needed to clarify and provide more guidance for the grantees.

BACKGROUND

Please see above.

FISCAL IMPACT

Humboldt County currently has \$805,728.92 in the Opioid Litigation Fund.

RECOMMENDATION

Click or tap here to enter text.

To approve applicants and the attached grant reporting templates,

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Funding Recommendations for Notice of Funding Opportunity Second Phase,

Frontier Community Coalition Grant Application with Budget

Humboldt County Emergency Management Application with Budget

Grant Award Letter (Template)

Quarterly Report Template

Grant Reporting Protocol

Expenditure Template

POSSIBLE MOTION

To approve applicants with a decided amount and approve the Grant Award Letter (Template)

Quarterly Report Template, Grant Reporting Protocol, and the Expenditure Template.



HUMBOLDT COUNTY

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

STAFF REPORT

DATE: Thursday, December 5, 2024
TO: County Commission
FROM: Daniel Ferraro, Public Works Director
SUBJECT: 2024-2025 Meter Replacement in Gold Country and McDermitt Water Systems
REQUESTED AGENDA DATE: December 16, 2024

SUMMARY

The Public Works Department has completed its Invitation to Solicitation for "2024-2025 METER INSTALLATION FOR WATER SYSTEMS IN HUMBOLDT COUNTY." Two bids were received for the project. This project stems from the ARPA 00844 grant money and as Public Works would use the funding to replace broken meters and update manual read meters in both the Gold Country and McDermitt Water systems. This meter update would standardize all water meters in all three county water systems and be a major savings in time for both Public Works and Treasurer staff.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

ARPA grant monies are set to expire December 31, 2024, and this project meets the scope of the funding to be utilized and greatly improve county water systems and efficiency of operating them.

PREVIOUS ACTION

N/A

BACKGROUND

The Public Works department operates and maintains three drinking water systems in the county. Customers of the systems rely on water meters to measure water usage and Public Works staff duties are to collect the meter reads and report them to the Treasurer for billing. Currently the majority of the meters in the county are manual read meters that personnel must physically open every meter pit and write down the recorded numbers each month. This process is time consuming and allows greater margin of errors due to written information and visual obstructions. The updated meters would be drive-by meters that electronically report the meter

read and then send electronically to the office for billing purposes. This would increase accuracy of the reads and cut down on man hours to complete the reading process improving efficiency.

The solicitation was advertised in accordance with NRS 332.045 and the following responses were received.

Bidder	PRODUCT	AVERAGE PRICE PER METER	TOTAL PRICE
FOUR POINT ENGINEERING	BASE SOLICITATION	\$730	\$242,910.00
Z7 DEVELOPMENT	BASE SOLICITATION	\$800	\$438,875.00

Two companies submitted a bid for this project as the base solicitation. Four Point Engineering submitted a base solicitation of \$242,910.00 for meter installation only. They also provided an alternative solicitation of \$513,925.00 for supplying meters and installation. Z7 Development submitted a base solicitation of \$438,875.00 for meter installation only. No alternative solicitation was bid by Z7. Four Point Engineering is the lowest responsive and responsible bidder for meter installation and base solicitation.

FISCAL IMPACT

In the ARPA 00844 grant funding there is sufficient funding to cover the meter installation per this bid \$242,910.00 plus the meter purchase by the county from Western Nevada Supply in the amount of \$220,752.78. Total APRA Funds allocated towards this project would be \$463,662.78.

RECOMMENDATION

Four Point Engineering is the lowest responsive and responsible bidder for the meter installation bid. It is recommended that the Board of County Commissioners approve the Proposal Summary for Meter installation for water systems in Humboldt County to Four Point Engineering in an amount not to exceed \$242,910.00.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

None.

POSSIBLE MOTION

Should the Board agree with Staff's recommendation; a possible motion would be: "Move to approve Proposal Summary for Meter installation for water systems in Humboldt County to Four Point Engineering in an amount not to exceed \$242,910.00."



HUMBOLDT COUNTY

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

STAFF AGENDA REQUEST

DATE: November 22, 2024
TO: County Commission
FROM: Mike DeTullio, Director of Technology Services
SUBJECT: Approval to Purchase Security Cameras from Amplify SI

REQUESTED AGENDA DATE: December 16, 2024

SUMMARY AND BACKGROUND:

The Technology Services Department is requesting approval to purchase twenty six (26) security cameras and licenses and cloud storage for same, from Amplify SI, in the amount of \$65,117.76.

Initially, on February 6, 2023, the Technology Services Department requested final approval to purchase forth five (45) security cameras and cloud storage, from ConvergeOne, in the amount of \$92,279.78. This special project was requested, and approved, in the Technology Services-IT Department's fiscal year 2022-2023 special projects budget, in the amount of \$76,520.00. Due to an increase in costs of the cameras from the time the fiscal year 2022-2023 budget was approved, and cloud storage costs not anticipated at that time, an additional cost of \$15,759.78 was being requested to move forward and complete this project. This agenda item was tabled with the Commission requesting the department to reduce the number of cameras for this request and present again.

After the initial request, on March 20, 2023, the Technology Services Department reduced the number of cameras for this project and obtained a quote for thirty eight (38) cameras and cloud storage for same, in the amount of \$73,871.26 which was approved by the Commission. This project replaced the aging security camera system for the Courthouse, that had failed, in addition to other county facilities. These cameras are managed from a single interface that saves the Technology Services Department hours of staff support. In addition, the County will realize long-term hardware savings as additional cameras can be added to the system without the need to add additional network video recorders (NVRs) which vary wildly in storage capability and cost and limit the type of compatible cameras.

On March 18, 2024, the Technology Services Department requested approval to purchase sixteen (16) additional cameras and licenses and cloud storage for same, from ConvergeOne, in the amount of \$39,577.75, which was approved by the Commission. These cameras were proposed to be placed in the Public Works Department area outside as there had been past thefts from their storage areas and in various locations inside and outside at the McDermitt and Denio branch libraries. The branch libraries are located in fairly remote areas in the northern most part of Humboldt County where there had been incidents in the past but no cameras to capture the activity. These cameras have helped to secure all three

areas and maintains a safer working environment for Humboldt County Staff as well as the public and patrons of these departments.

On September 16, 2024, the Technology Services Department requested approval to purchase twenty six (26) additional cameras and licenses and cloud storage for same. These cameras were proposed to be additional cameras for the Public Works Department and the McDermitt and Denio branch libraries. The District Court requested a camera for their main hallway to their offices so that the bailiff can see who is at their door at all times. The Sheriff's Office requested cameras for various places in their office. Lastly, the Technology Services Department requested cameras to replace the aging cameras in various locations in the dispatch building. All of the additional cameras combined with the previously purchased cameras would help to ensure the safety and security of the County's facilities which is paramount to maintaining the integrity of operations and safeguarding the workforce while mitigating potential risks and liabilities associated with security breaches or misconduct. The Commission requested the Technology Services Department create a request form for these cameras that would contain a justification statement by the requestors and that the requests be more fully vetted and the matter was tabled.

The Technology Services Department has created a Security Cameras Purchase/Installation Request form and reached out to the departments making such requests at the beginning of the 2024-2025 fiscal year budget process and asked them to complete and sign the new form. These requests have subsequently been reviewed by the Technology Services Director, the Humboldt County Manager, the Humboldt County Safety Committee, Humboldt County's Management Team, the Humboldt County Sheriff's Office and the Humboldt County Technology Advisory Committee. All of the requests have been deemed justified and reasonable by all reviewers.

This purchase is being made in consideration of NRS 332.115 – Contracts not adapted to award by competitive solicitation; purchase of certain equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital. (1) Contracts which by their nature are not adapted to award by a competitive solicitation, including contracts for: (o) Supplies, materials, equipment or services that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another federal governmental agency located within or outside this State ... Also, the Technology Services Department is required to purchase Cisco Meraki products from only one third party vendor and is not allowed to obtain quotes from other vendors for Cisco products. Therefore, only quote has been obtained in support of this purchase.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

For approval to purchase twenty six (26) additional security cameras and licenses and cloud storage for same, from Amplify SI, in the amount of \$65,117.76.

PREVIOUS ACTION:

This matter was brought before the Commission on September 16, 2024, at which time the Commission requested the Technology Services Department create a request form for these cameras, that would contain a justification statement by the requestors and that the requests be more fully vetted. This matter was then tabled.

HAS DISTRICT ATTORNEY REVIEWED AGREEMENT/CONTRACT IF APPLICABLE:

N/A

FISCAL IMPACT IF APPLICABLE:

The fiscal impact of this purchase would be an expenditure from the Technology Services – Computer Systems Department, Special Department Projects, fiscal year 2024-2025 approved budget of \$65,117.76. This approved budgeted line item currently has a remaining balance to expend of \$68,670.00.

RECOMMENDATION:

It is recommended that the Technology Services Department’s request for final approval to purchase twenty six (26) security cameras and licenses and cloud storage for same, from Amplify SI, in the amount of \$65,117.76, be approved.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Quote from Amplify SI for security cameras and licenses and cloud storage for same and Completed Security Camera Purchase/Installation Request Forms.

POSSIBLE MOTION:

Motion to approve the Technology Services Department’s request, as presented, to purchase twenty six (26) security cameras and licenses and cloud storage for same, from Amplify SI, in the amount of 65,117.76.



HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Wednesday, December 4, 2024
TO: County Commission
FROM: Don Kalkoske, County Manager
SUBJECT: Health Nurse Rental Contract

REQUESTED AGENDA DATE: December 16, 2024

SUMMARY:

The current lease for the Health Nurse expired December 31, 2023. Since that time we have continued the lease on a monthly basis.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The Health Nurse is a vital service provided to the community and maintaining a consistent location for these already established services, creates trust and commitment with the community. Since the lease has expired, we have been concerned about the need to find alternate locations. This lease agreement will ensure services will be available in the future.

PREVIOUS ACTION:

January 2019, approval of lease agreement.

FISCAL IMPACT:

The attached lease agreement will continue through 2030 with an average monthly rental amount of approximately \$1,450.

RECOMMENDATION:

It is staff's recommendation to continue leasing the existing Health Nurse office space from KTMRJAY LLC. at 50 East Haskell Street, Suite B. The lease agreement and addendum have been provided to the DA's office for review.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Lease agreement and addendum.

POSSIBLE MOTION:

A possible motion for this item would be; "Move to engage in a lease agreement with KTMRJAY LLC. for the Health Nurse office, located at 50 East Haskell Street, Suite B, in Winnemucca, and allow the County Manager to sign the lease agreement, pending District Attorney approval."



**HUMBOLDT COUNTY
AMERICAN RESCUE PLAN ACT
PROJECT AND EXPENDITURE PLAN**

To Respond to the COVID-19 public health emergency or its negative impacts

Total Grant Award:

\$ 3,269,224.00

Project	Award Allocated to Project	Project Expenses thru 12/16/2024	Award Remaining	Project Status
Kings River				
Bleachers and Portable Stage	\$ 17,933.05	\$ 17,933.05	\$ -	Complete
Playground Equipment & Improvements	\$ 96,436.32	\$ 96,436.32	\$ -	Complete
Bathroom Touchless Upgrades	\$ 13,138.99	\$ 13,138.99	\$ -	Complete
Paradise Valley				
Playground Equipment	\$ 99,245.00	\$ 99,245.00	\$ -	Complete
Tree trimming at the park	\$ 3,240.00	\$ 3,240.00	\$ -	Complete
Hot water heater in Community Hall	\$ 3,505.90	\$ 3,505.90	\$ -	Complete
4 picnic tables at the RV Park	\$ 937.96	\$ 937.96	\$ -	Complete
Surveillance cameras at the RV Park	\$ 402.93	\$ 402.93	\$ -	Complete
Denio				
HVAC for Hall	\$ 326,800.00	\$ 326,800.00	\$ -	Complete
Community Hall Restroom	\$ 7,226.17	\$ 7,226.17	\$ -	Complete
Playground Upgrades at Community Hall	\$ 5,673.08	\$ 5,673.08	\$ -	Complete
Orovida				
HVAC for Community Hall	\$ 322,658.01	\$ 22,658.01	\$ 300,000.00	Open
Touchless Bathroom Fixtures	\$ 5,692.76	\$ 5,692.76	\$ -	Complete
Bleachers	\$ 11,938.24	\$ 11,938.24	\$ -	Complete
Juvenile Center				
Transitional Housing Kitchen	\$ 650,000.00	\$ 307,880.00	\$ 342,120.00	Open
Events Complex				
Shower / Bathrooms	\$ 315,367.74	\$ 315,367.74	\$ -	Complete
Humboldt County School District				
Repair to Norma Drive	\$ 34,417.00	\$ 34,417.00	\$ -	Complete
Humboldt Museum				
Elevator Compliance Repairs	\$ 23,081.11	\$ 23,081.11	\$ -	Complete
Bathroom Touchless Upgrades	\$ 3,608.58	\$ 3,608.58	\$ -	Complete
County				
Dr. Stringham	\$ 126,375.00	\$ 121,875.00	\$ 4,500.00	Open
Abestos Abatement	\$ 50,000.00	\$ -	\$ 50,000.00	Open
Nicole Maher	\$ 50,012.00	\$ 50,012.00	\$ -	Complete
Veterans Hall AC	\$ 28,123.00	\$ 28,123.00	\$ -	Complete
COVID Testing & Vaccinations	\$ 158.36	\$ 158.36	\$ -	Complete
Nurse at Jail	\$ 123,750.00	\$ 123,750.00	\$ -	Complete
Permanent plexi-glass barrier Clerk's office	\$ 709.29	\$ 709.29	\$ -	Complete
COBRA Premiums	\$ 4,775.40	\$ 4,775.40	\$ -	Complete
Contact Tracer thru July	\$ 21,668.11	\$ 21,668.11	\$ -	Complete
PPE / Sanitation / Social Distancing / Misc	\$ 2,295.94	\$ 2,295.94	\$ -	Complete
Invest in Water, Sewer, and Broadband Infrastructure:				
McDermitt Sewer repair	\$ 388,866.26	\$ 388,866.26	\$ -	Complete
Gold Country Water - Meters	\$ 18,631.74	\$ 18,631.74	\$ -	Complete
Pueblo Fire Water Tank	\$ 69,840.00	\$ 69,840.00	\$ -	Complete
Pipe Inspection Camera - Public Works	\$ 11,437.00	\$ 11,437.00	\$ -	Complete
Pipe Locator Instrument - Public Works	\$ 3,460.00	\$ 3,460.00	\$ -	Complete
Gold Country Water Intertie & Well	\$ 45,381.25	\$ 45,381.25	\$ -	Open
Golconda Water Improvements & Audit	\$ 150,000.00	\$ 98,154.04	\$ 51,845.96	Open
Zito Fiber Optic Agreement	\$ 106,750.00	\$ -	\$ 106,750.00	Open
Treasures Office Payment Drop Box	\$ 5,000.00	\$ -	\$ 5,000.00	Open
TOTAL AWARD EXPENSES	\$ 2,140,536.19	\$ 2,288,320.23	\$ 860,215.96	

Total Grant Award Remaining:

\$ 120,687.81



HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Thursday, December 5, 2024
TO: County Commission
FROM: Gina Rackley, Comptroller and Weston Noyes, Deputy Comptroller
SUBJECT: Final ARPA Expenditure Plan and Recommendations
REQUESTED AGENDA DATE: December 16, 2024

SUMMARY

The American Rescue Plan Act (ARPA) grant funding was signed into law on March 11, 2021. This program was intended to provide support to local governments in responding to the economic and public health impacts of COVID-19. The ARPA Committee reached out the rural areas of our county to see how these funds could be used to help their communities in addition to identifying approved projects within Humboldt County to be included in the Project and Expenditure Report Plan.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The ARPA Grant funding period expires on December 31, 2024, and commission action is necessary prior to that date to obligate any unspent funds.

PREVIOUS ACTION

There have been numerous updates to the expenditure plan since the funds were received in 2021 to date.

BACKGROUND

Humboldt County received \$3,269,224 in ARPA funding. Through 12/16/2024, \$2,288,320.23 has been spent on projects throughout the county including Kings River, Paradise Valley, Denio, Orvada, McDermitt and Golconda. There are some open projects that are in need of funding that we are recommending be covered by these unspent funds. Per the guidance by the US Treasury, since Humboldt County received less than \$10 million dollars, we can utilize an option to code any unspent funds to General Services and transfer the unspent funds to Building Reserve for use on capital projects as necessary.

FISCAL IMPACT

There is no fiscal impact to Humboldt County as all funds are from the American Rescue Plan Act already received.

RECOMMENDATION

Recommend approving the Project and Expenditure Plan as presented and approve transferring any unobligated or unspent funds incurred by December 31, 2024 to the Building Reserve fund for future Capital Projects.

POSSIBLE MOTION Move to approve the Final American Rescue Plan Act Project and Expenditure Plan and to transfer any unspent or unobligated funds incurred by December 31, 2024, to the Building Reserve Fund for the purposes of capital projects.



HUMBOLDT COUNTY

50 W. 5th Street
Winnemucca, Nevada 89445
www.hcnv.us

STAFF REPORT

DATE: Wednesday, December 4, 2024
TO: County Commission
FROM: Don Kalkoske, County Manager
SUBJECT: Engagement with Schroeder Law

REQUESTED AGENDA DATE: December 16, 2024

SUMMARY:

The decision of the *Baker Ranches v. Haaland* case, is currently before the Ninth Circuit Court of Appeals. This decision may have significant implications on water rights across the state, wherein the federal government may be allowed to assert new reserved federal water rights that were previously adjudicated. I have met with Schroeder Law and they are willing to take on the filing of an *Amicus* brief, which can provide the court with additional considerations outside of the specific dispute.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

The deadline for filing the *Amicus* brief is January 6, 2025.

PREVIOUS ACTION:

None

BACKGROUND:

If the dismissal of the case is upheld, the federal government would have the ability to assert reserved water rights to already adjudicated waters. This has potential to upset what was once considered settled decrees for water use throughout the arid western United States. In certain circumstances, the result could be as drastic as the complete loss of delivery of an individual's decreed water rights, including those of the Humboldt River.

FISCAL IMPACT:

At this time we know that other counties and entities are also joining this action and the fees for this work will be split between all parties. The estimate of Humboldt Counties share to prepare the *Amicus* brief is \$10,000.

RECOMMENDATION:

With the potential implications of this decision, it is staff's recommendation to engage with Schroeder Law Offices to prepare an *Amicus* brief on behalf of the county regarding this case. The attached engagement contract and conflict waiver have been reviewed by the DA's office.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Engagement contract and conflict waiver from Schroeder Law

POSSIBLE MOTION:

A possible motion for this action would be; "Move to engage with Schroeder Law Offices to prepare an *Amicus* brief on behalf of Humboldt County in an amount not to exceed \$10,000 and allow the County Manager to sign the engagement contract and conflict waiver."



HUMBOLDT COUNTY

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

STAFF REPORT

DATE: Friday, December 6, 2024
TO: McDermitt GID
FROM: Dan Ferraro
SUBJECT: Water Right Permits 23253, 28363, 48073 (Well 1) and 43728 (Well 2) Quitclaim Deeds
REQUESTED AGENDA DATE: December 16, 2024

SUMMARY

Ownership of Water Rights Permit No. 23253, 28363, 48073 for Well 1 and 43728 for Well 2 in McDermitt Water, requires an update of ownership. This is requested by the Nevada Division of Water Resources State Engineers Office. The Water Right Permits are currently in the McDermitt Community Fund name. A Quit Claim Deed needs to be executed transferring the water rights from McDermitt Community Fund to McDermitt GID, Humboldt County.

WHY ARE YOU BRINGING THIS BEFORE THE BOARD NOW:

Quit Claim Deeds need to be executed, transferring ownership of the water rights 23253, 28363, 48073 for Well 1 and 43728 for Well 2 from McDermitt Community Fund to McDermitt GID, Humboldt County.

PREVIOUS ACTION

Ownership for Water Right Permit 85266 for Well 3 has already been transferred to McDermitt GID, Humboldt County. Now the others need to be completed.

BACKGROUND

Don Kalkoske, Public Works Director was contacted by Desert Mountain Surveying regarding Well 3 in McDermitt, Nevada. John Milton with Desert Mountain Surveying submitted an application for extension of time for the Proof of Beneficial Use permit no 85266 on behalf of Humboldt County. Nevada Division of Water Resources replied with a letter stating that the permit is not in Humboldt County's name and that we have 60 days (until October 17, 2022) to update the ownership for the permit otherwise they will cancel the permit. It was found that no such documentation existed and that a Quit Claim Deed must be executed, recorded, and submitted with the change of ownership application to the State Engineer. The same was found for Water Right Permits 23253, 28363, 48073 for Well 1 and 43728 for Well 2.

FISCAL IMPACT

None

RECOMMENDATION

It is recommended by the Public Works Department that the board allow for Commissioner Jesse Hill and Barbara Ferguson, President of McDermitt Community Fund execute the Quit Claim Deeds transferring ownership of the water rights 23253, 28363, 48073 for Well 1 and 43728 for Well 2 to McDermitt GID, Humboldt County.

LIST SUPPORTING DOCUMENTS IF APPLICABLE:

Documentation from the NDWR portal showing current ownership; Quit Claim Deed drafts; and Permit 23253, 28363, 48073 for Well 1 and 43728 for Well 2

POSSIBLE MOTION

Should the Board agree with Staff's recommendation; a possible motion would be: "move to approve the transfer of ownership of water rights 23253, 28363, 48073 for Well 1 and 43728 for Well 2 to McDermitt GID, Humboldt County, by Commissioner Jesse Hill and Barbara Ferguson executing Quit Claim Deeds pending approval from the District Attorney's Office"