

Tuesday, February 22, 2011

The regular meeting of the Humboldt County Board of Commissioners was called to order on Tuesday, February 22, 2011 at 9:30 a.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Vice-Chairman Mike Bell, Commissioners Dan Cassinelli, Tom Fransway and Jim French, District Attorney Michael Macdonald, Administrator Bill Deist and Clerk of the Board Tami Rae Spero. Chairman Garley Amos Jr. was not in attendance.

**DISCUSSION & ACTION ON CORRECTION/APPROVAL OF MINUTES - JANUARY 25, 2011**

**SPECIAL MEETING AND THE FEBRUARY 7, 2011 REGULAR MEETING:** Clerk Spero stated that she had no minutes to present at today's meeting.

**PUBLIC COMMENTS:** Vice-Chairman Bell asked for public comments. None were offered. Administrator Deist noted that Chairman Amos was not in attendance due to a medical issue.

**ADMINISTRATIVE REPORT:**

**CONSENT AGENDA:** The following items were presented under the consent agenda by Administrator Deist for the Board's review/action:

1. Approval of letter of agreement with Gene Bell: Provided to the Board was a copy of a letter from Gene Bell, President of Becker & Bell Inc. setting forth his proposal for off-site advisory services for personnel and labor relations matters including providing backup to the Chief Negotiator and his proposal for non-negotiation matters.
2. Approval of Agreement to Adopt, Extend, and Amend Agreement No. P385-09-802 between Humboldt County and the State of Nevada, Department of Transportation related to the Senior Transportation Program: Provided to the Board for review was a copy of the proposed Agreement to Adopt, Extend and Amend Agreement No. P385-09-802.
3. Approval of Agreement for Welfare Set-Aside funds for low income housing: Provided to the Board for review was a copy of the proposed 2010 Agreement to Use Account for Low-Income Housing Welfare Set-Aside Funds by Humboldt County.

Commissioner Fransway stated that he would like to bring down item one on the consent agenda related to the agreement with Gene Bell. Commissioner Fransway questioned why would the County want to engage Mr. Bell's services for twelve months as his services are only required for negotiations so once the contract is agreed to and signed he could see no reason to continue retaining his services unless it is on a requested basis. Administrator Deist responded that the County has had Mr. Bell on retainer not only to deal with negotiations but to deal with other personnel issues and follow up on the contract and

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that is basically what this agreement would continue to provide. Commissioner French asked what other services Mr. Bell provides besides negotiations. Administrator Deist stated issues may arise with contract interpretation or he may be needed if a grievance is filed and that is what he has been used for in the past and he has been on a flat monthly retainer so he is available if those issues arise. Discussion occurred regarding the scope of services set forth in the letter and how often the services have been used in the past. Commissioner Cassinelli suggested that it be approved for one year and monitor it and if it is not used it can be changed next year. Commissioner Fransway suggested that the Administrator provide a report on the usage and the Board concurred. Commissioner French commented that this may not be the year to cut ties with HR assistance given that the County is without a comptroller currently so the Administrator has his hands full and he stated that he would like to see what options are available to the County absent Becker and Bell with regards to the County's HR needs. Administrator Deist noted that the primary use for Becker & Bell has been contract and negotiation related as POOL/PACT offers HR service for non-contract issues but they do not handle contract negotiation issues. Commissioner Fransway asked that the action on this item be separate from the rest of the consent agenda. Vice-Chairman Bell agreed. The following motion was made by Commissioner Fransway:

*To accept the offer from Becker and Bell, Gene Bell, as offered in the letter and ask that his services be monitored and a report follow-up from County Administrator at a later date.*

Commissioner French asked for clarification as to whether the matter would be reviewed in a year. Commissioner Cassinelli suggested it might be sooner following negotiations. Commissioner Fransway questioned if his motion covered that. Administrator Deist confirmed it did. Vice-Chairman Bell called the motion to a vote and it passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent.

Patricia Tindall, Senior Citizens Center Director addressed the Board from the audience related to item two on the consent agenda. The following motion was made by Commissioner Fransway and passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent:

*That consent agenda items two and three be approved.*

Administrator Deist suggested that the rest of the Administrative Report agenda be continued until later in the meeting as it is past time for item three on the agenda and people are present for that item. The Board concurred.

**PRESENTATION BY NDOW REGARDING THE NEVADA PARTNERS FOR CONSERVATION AND DEVELOPMENT AND REQUEST FOR A LETTER OF SUPPORT:** Dr.

Lee Turner, Habitat Staff Specialist/Coordinator for the Nevada Partners for Conservation and Development (NPCD) appeared before the Board. Dr. Turner provided a power point presentation regarding the NPCD which is a unique partnership of several natural resource oriented agencies and organizations committed to providing solutions to conservation issues which is modeled after the UtahPCD and which has the core values of protecting Nevada's biological diversity (wildlife & vegetation), to restore productive rangeland ecosystems to support wildlife and agriculture and to provide high quality outdoor recreation opportunities. Following his presentation and discussion Dr. Turner requested that if there is an interest from the Commission that they provide a letter of support for the program and participate in the process. Discussion occurred regarding other organizations such as the wildfire support group and the Paradise Valley Weed District that Dr. Turner has had contact with and other plans such as the Forest plan that this program dovetails into. The Board discussed that this is both a proactive cause and a worthwhile one. After discussion the following motion was made by Commissioner French:

*That the Commission supports and drafts a letter to that effect.*

Commissioner Cassinelli asked about appointing a Commissioner to the committee. Administrator Deist stated that could not be done at this meeting but it is something they can come back for once the working group is being developed. Vice Chairman Bell called Commissioner French's motion to a vote and it passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent.

**ADMINISTRATOR'S OFFICE:** Brenda Willey, Administrative Assistant County Administrator's Office appeared before the Board.

**APPROVAL OF PERSONNEL POLICY UPDATES:** Copies of the revised policies were provided to the Board for review. Ms. Willey reviewed the amendments to the policies noting that the vehicle operator's drug and alcohol policy has not been updated since 2006 and that POOL/PACT had provided the required changes; she reviewed the changes in the policy for the Board. After review the following motion was made by Commissioner Cassinelli and passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent::

*To have the Chairman sign the approval of policy updates.*

**APPROVAL OF 2011 COMPENSATION AND CLASSIFICATION STUDY:** Copies of the

Reclassification 2011 Final Report and salary comparisons for 2011 were provided to the Board for review. Ms. Willey stated that each November submittals come in from departments requesting that certain positions be looked at as to compensation and classification; she discussed what is taken into consideration when doing the study. Ms. Willey reviewed the two requests received including one from the Building and Safety Department related to a Combination Building Inspector for which she had determined no change was needed as the existing Building Inspector 3 classification could be utilized to cover the request; she reviewed the second request from the Sheriff's Office regarding reclassification of the Administrative Clerk III and upon comparison to other Class 3 counties it was determined that no change was required. The following motion was made by Commissioner French and passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent::

*To accept the classification study.*

**PUBLIC HEARING ON AN ALLEGED NUISANCE LOCATED AT 4650 W. WINNEMUCCA BOULEVARD FOR PROPERTY OWNED BY ROBERT & BRENDA SHELL:** Copies of the nuisance complaint filed by Carol Aldous, Roy, Kathryn & Susan Harrer, Nevada Lee York, Yvette & Norman Violette, Laura Jensen, Tina Leon, Adecha & Bryan Leek, Cameron Sherburn and Linda & Glen Wilson including photos, the inspection report with photos provided by the Building & Safety Director and the Notice of Public Hearing were provided to the Board for review. Complainants Carol Aldous and Norm Violette addressed the Board regarding issues with the property. Discussion occurred regarding the issue with burning unknown products in a pit. Vice-Chairman Bell and Commissioner French both stated that they had driven by and viewed the site. Commissioner Fransway noted that the person on the site, Mark Sharp, has had a nuisance complaint filed against the site previously, that he has a business operation at Cosgrave and that there is no current business license to conduct business in Humboldt County. Commissioner French reiterated his concerns about the burning in the pit. Administrator Deist noted that if the Board finds a nuisance a resolution ordering it abated would be brought forward at the next meeting. The following motion was made by Commissioner Fransway:

*That the Commission finds that a nuisance does exist at 4650 West Winnemucca Boulevard and that the Commission asks the property owner to abate the nuisance within sixty days.*

Commissioner Cassinelli asked if it needed to go sixty days and suggested thirty days as this has already been abated once. The Board concurred. The following amended motion was made by

Commissioner Fransway and passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent:

*That the Commission finds that a nuisance does exist at 4650 West Winnemucca Boulevard and that the Commission asks the property owner to abate the nuisance within thirty days.*

Mrs. Aldous asked what would happen if it is not cleaned up in thirty days. Vice-Chairman Bell and Commissioner Fransway stated that the County has the ability to move forward and abate the nuisance and charge the property owner an assessment. Administrator Deist clarified that would be thirty days from the date the Commission adopts the resolution.

**SOLID WASTE MATTERS:** Administrator Deist stated that there would be a special Landfill Committee meeting this afternoon to review the proposals submitted for the recycling grant.

**PUBLIC LANDS PLANNING MATTERS & FORMULATION OF COUNTY POSITION ON BLM, FOREST SERVICE AND THE FEDERAL FISH AND WILDLIFE SERVICE PROPOSED ACTIONS:** Administrator Deist stated that he had nothing on this item.

Administrator Deist suggested that item D, Legislative Matters, be skipped until later in the meeting as there is not sufficient time for discussion.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE:**

**OTHER INFORMATION AND UPCOMING MEETINGS:** Administrator Deist discussed a meeting which had occurred between the Pine Forest Working Group and Senator Ensign; he noted that a report prepared by Jim Jeffress updating the Board on what has occurred since the first of the year had been provided. Administrator Deist continued noting that two proposals for the recycling grant had been received and would be reviewed at the special Landfill Committee meeting and updating the Board on the recruitment for the comptroller position. Upcoming meetings and dates of importance were reviewed.

**REPORTS FROM COMMISSIONERS REGARDING OTHER BOARDS AND COMMITTEES**

**THEY SERVE ON:** Commissioner French discussed a NevadaWorks meeting he had attended and read a statement issued by the Board of Directors for NevadaWorks regarding Commissioner Cassinelli's service to the program and presented an award to Commissioner Cassinelli. Commissioner Fransway commented that he and Commissioner French had traveled to Carson City for the Legislative Reception and a meeting of the Senate Natural Resource Committee which included an overview of the actions taken by the Interim Committee on Public Lands which included the resolution of support for the Pine Forest Working Group; he noted he had not been able to attend that hearing as he had joined a group of

Nevada Association of Counties officials in meeting with Governor Sandoval. Commissioner French discussed the presentation of the Pine Forest Working Group resolution noting that it was very well received. Commissioner Fransway discussed the meeting with the Governor.

**ADOPTION/MODIFICATION OF THE RETREAT DIRECTION INCLUDING PLANNING MATTERS (CHANGE OF APPROVAL PROCESS FOR CONDITIONAL USE PERMITS/GUIDE LINES FOR THE RPC REGARDING WHAT SHOULD BE ELEVATED TO THE COMMISSION/MODIFY VOTE TO REVERSE OR MODIFY PLANNING COMMISSION ACTION/ZONE CHANGE FROM M3 TO MAR IN CERTAIN AREAS/FILLING THE PLANNING DIRECTOR POSITION); FISCAL REVIEW AND BUDGET DIRECTION (PROCESS/TAX RATES/ENDING FUND BALANCE GOALS/RECOMMENDATION FOR DEPARTMENT BUDGET REQUESTS); 2011 LEGISLATIVE SESSION/PROTOCOL/COMMISSION PROCESS (UNITED FRONT/OPEN COMMUNICATION/UTILIZE STAFF); ROAD MATTERS (WHEN TO BRING ROADS INTO THE MAINTAINED SYSTEM); NEGOTIATION PROCESS (ADMINISTRATOR LEAD NEGOTIATOR/USE ADVISOR); ATTRITION POLICY (REMOVAL OF POLICY):** Provided to

the Board was a copy of the retreat direction decided at the County Commission retreat which occurred on January 25, 2011. Administrator Deist reviewed the direction given at the retreat and stated that the request today was to either adopt or modify that direction; he noted that one thing which had not been discussed at the retreat, related to the Planning Director, was input from the City as the position is part of the cost share agreement and they are a partner in the planning department and so that decision would need to be discussed with the City. Vice-Chairman Bell clarified that even if the Board chooses to adopt this direction today none of the items included will be approved until they are brought back before the Board. Administrator Deist stated it is direction only noting for example that revising an ordinance will take time and work by the District Attorney's Office and planning staff. Administrator Deist offered further review of the direction provided. Vice-Chairman Bell asked for public comment.

Mayor DiAn Willis-Putnam addressed the Board regarding her concern that when the Commission is dealing with Planning Commission matters that the City, as cost share partners, be included in discussions before any changes or modifications are made; she noted the City's concern with spending additional funds for any projects or adding any new people as they have done lay-offs and there are concerns about what the Legislature would do during session. Vice-Chairman Bell noted his agreement with the Mayor's concerns and reiterated that this action is just to adopt the retreat direction

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and then each item would come back for discussion before a decision is made.

Kerry Hawkins addressed the Board regarding item two on the Retreat Direction referring to adding the Planning Director and whatever the State gives us and stated her disagreement with the direction. Mrs. Hawkins continued commenting on the direction to hold the number of employees at the current level yet the Board's contemplation to add a \$100,000.00 position; she spoke in opposition of the Board's consideration of doing away with the attrition policy.

Commissioner Fransway commented on the issue with the attrition policy noting that initial discussion had just been as to the Sheriff's Office and the patrol deputy positions in the north end of the County which are public safety positions and must be filled and are often hard to keep filled but it had been rolled into the entire policy; he stated that perhaps there should be a waiver for the Sheriff's deputy positions as they are public safety as they become vacant but that doing away with the entire attrition policy would be short sighted. Commissioner Cassinelli stated his disagreement commenting on the fact that the Board has hardly ever honored the attrition policy. Administrator Deist commented that at the beginning it was enforced more often than it has been in recent years and noted that the discussion at the retreat had been as to issues with exempting certain offices from the policy and not other offices. Commissioner French commented on the discussion at the retreat and the information provided as to the reduction through the policy of the number of county personnel; he continued noting that there would still be an attrition policy in place because what the Board has established that the employees cannot exceed 204 so department heads must come to the Board with the request to add employees and then the policy comes into play; he noted the issue in the County Treasurer's office with being unable to fill a vacant position. Vice-Chairman Bell agreed stating that was his understanding as well that current employee status would be at the number the County has today and that number would not be exceeded without justification. Mrs. Hawkins suggested that perhaps the Board should consider varying the length of time the positions must be vacant before being considered for hiring but questioned the Board taking away its authority to say yea or nay to offer the ability to reduce employee numbers by a method other than lay-offs should the need arise. Commissioner Cassinelli commented on the use of the attrition policy as to custodial staff and the problems that caused and noted the issue in the Treasurer's Office and that the offices cannot function without the number of employees currently allowed. Administrator Deist commented on the purpose of the policy to get departments to look at how many employees they actually needed and how that resulted in a reduced workforce. Mrs. Hawkins noted that all positions in the County have not become vacant to allow the Commission or department heads to consider eliminating

those positions and suggested that the Commission not box itself in by completely doing away with the attrition policy.

Commissioner Cassinelli commented that when the previous Planning Director left and the position was not filled it was never said at that time that the position would not be filled; he continued noting that at the time some of the City Council wanted the position filled and the Commission didn't hire one. Mrs. Hawkins asked if the funds for the position had been placed in the budget since then. Commissioner Fransway stated it was an active position that has not been filled for some time. Administrator Deist confirmed that there is not money identified in this year's budget nor has there been in past budgets for the position. Mrs. Hawkins pointed out that additional funds would need to be added to the Planning Department budget to cover the expense and stated that she felt the Commission needs to look at this decision much more closely and that she would offer additional comment when the joint meeting occurs with the City regarding the matter. Commissioner Cassinelli reiterated that the position had not been eliminated even though it had not been included in the budget. Mrs. Hawkins stated she understood that. Commissioner Fransway noted if after going through the process with the City the position is approved it will be included in next fiscal year's budget.

Mrs. Hawkins commented on the retreat direction that department requests equal revenue as close as possible stating that she did not believe there should be any automatic assumption that departments should be funded to whatever level the County has revenue and if there is additional revenue it should not be used to add to department budgets and she asked that the Commission consider removing that item from the direction as well. Vice-Chairman Bell asked for additional public comment.

John Milton owner of Desert Mountain Surveying voiced his concern about the appeal process with changing most of the Conditional Use Permit final approvals to the Commission level stating that the change would make it hard for individuals to appeal and suggesting that the Commission retain the appeal process. Mr. Milton continued commenting on his concerns related to the M3 zoning change to the MAR zoning which would affect a number of people in the County and which would be a drastic change; he stated his hope that if the Commission is going to try and accomplish this change that individual notices would be sent out to all people effected rather than doing so by a text change as he believes there will be a number of people opposed to having their zoning changed. Mr. Milton offered the hope that there will be a public forum for comments related to the Planning Director position and stated that he would like to see the Commission put more teeth into the attrition policy and actually reduce the number of employees in the County.



Terry Miller offered comment on the Planning Director noting that he does not oppose having a Planning Director but stating that the timing is not right due to the general economic times so he does not believe it would be money well spent, that the Planning Department staff and the Planning Commission seem to be functioning well, that he sees no major subdivisions or land use changes occurring and questioned what would justify the expenditure of funds for putting on a full time planning director. Commissioner Fransway disagreed and stated why including that there are major subdivisions looming, that while the Planning Department handles everyday matters well someone is needed with vision who has their pulse on the way this community is growing to make sure that this community grows for the long term, someone who is trained and has the credentials to provide the County the planning expertise that he believes is needed in this community; he commented on the need for enforcement, the need for community involvement in planning for the future of the community including the Master Plan and the need for the City's involvement in the process. Mr. Miller continued comment questioning the need for the position at this time. Commissioner Cassinelli noted that this is just direction from the retreat that the Commission has not said they were going to hire the position. Commissioner French commented on the need for a revision/rewrite of the Master Plan, the need to dovetail that as well as the community development ordinances into things that will be challenging this community in the future as to planning including discussion regarding industries looking to come into this community, the lack of an overlay and specific planning as it relates to renewable energy and how that will dovetail into the residential as opposed to outside the area and the needed enforcement of compliance to the master plan and the ordinances which has not been happening routinely; he continued discussing the need to update the local Master Plan relative to changes in the law at the State and Federal level.

Don Stoker addressed the Board in opposition to the planning director position and discussed issues with previous directors. Vice-Chairman Bell commented on the need to rely on the Winnemucca Futures Project and what that has to offer the community. Vice-Chairman Bell asked for additional public comment; none offered.

Commissioner Cassinelli commented on the retreat direction to retain the 60% ending fund balance goal noting that has always been held to and noted that the rest is just what was discussed at the retreat and the Commission is headed that direction but there will be hearings on the items such as the Planning Director and that is when people need to provide input but today is just to give a direction which may or may not be followed. Commissioner French commented on the Planning Director issue noting that deals with a lot of the issues that surround the Planning Department not the position per say but

certainly policy and procedure which is needed to shore that up a little bit. The following motion was made by Commissioner Cassinelli:

*To adopt the retreat direction.*

Commissioner Fransway asked if there would be further discussion on the attrition policy. Vice-Chairman Bell stated that is his understanding that everything will have further discussion. Vice-Chairman Bell called the motion to a vote and it passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent.

**TREASURER'S OFFICE:** County Treasurer Gina Rackley appeared before the Board.

**REQUEST FOR WAIVER TO THE ATTRITION POLICY FOR A VACANT POSITION IF**

**NEEDED:** Treasurer Rackley spoke in support of her request for a waiver from the attrition policy for a vacant position in her office noting that the position has been vacant for four weeks and her concerns with having only one person in the office at certain times with internal controls and audit controls related to cash handling procedures; she informed the Board that the full time position has been offered to her part time person (who is shared with the Assessor's Office) but that employee was not interested in moving into a full time position and that this position is in her current budget. Commissioner Cassinelli stated that this is a perfect example as there is no way this position cannot be hired as this office collects the County's money and bills so it must be done. Vice-Chairman Bell concurred. Treasurer Rackley noted that both the 4<sup>th</sup> installment of taxes and the tax sale are up coming and then it is time to send out tax bills again. Commissioner French stated this is his argument for modifying the attrition policy as the Treasurer should have been able to advertise for the position and get it filled; he stated his support for the request. Commissioner French made the following motion:

*To exempt the Treasurer's Office from the attrition policy as it stands right now and that she be allowed to hire the vacant position.*

Administrator Deist asked for clarification on the motion as to whether the intent is to grant the waiver or to exempt the position from the requirements of the policy. Commissioner French offered the following amended motion and it passed with Vice-Chairman Bell and Commissioners Cassinelli, Fransway and French voting aye and Chairman Amos being absent:

*To waive the attrition policy for the Treasurer's Office.*

Discussion occurred regarding the importance of the tax auctions.

**CONTINUED ADMINISTRATIVE REPORT:**

**2011 LEGISLATIVE MATTERS: POSSIBLE FORMULATION OF COUNTY**

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**TESTIMONY/INPUT ON PROPOSED LEGISLATION, RESPONSE TO LEGISLATIVE COMMITTEE REQUESTS, NACO LEGISLATIVE REQUESTS FOR INFORMATION AND RELATED MATTERS:**

Administrator Deist discussed issues with Medicaid at the Legislative level. Discussion occurred regarding AB 141 the bill submitted to amend SB 6 relative to fire fighters requirements for obtaining a physical annually. Commissioner Fransway noted that he had given testimony to the Assembly Commerce and Labor Committee in Carson City in support of AB 141 which is relative to the volunteer fire fighters and their physicals.

**CLAIMS FOR EXPENDITURES OF COUNTY FUNDS:** The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the claims for expenditures of County funds as presented.*

**PUBLIC COMMENTS:** Vice-Chairman Bell asked for public comment; none offered.

**ADJOURNMENT:** Vice-Chairman Bell adjourned the meeting at 11:50 a.m.

ATTESTED:

*J. Sporo*  
Clerk

APPROVED:

*Early A. ...*  
Chairman

## MEMORANDUM

TO: COMMISSIONERS  
FROM: ADMINISTRATOR  
DATE: February 15, 2011  
SUBJECT: CONSENT AGENDA

**ACTION:** Approval of the consent agenda is requested pursuant to the following staff recommendations:

1. Approval of letter of agreement with Gene Bell: Attached is the letter of agreement.

*Recommendation: That the Commission authorize the Vice-Chairman to sign on behalf of the County.*

2. Approval of Agreement to Adopt, Extend, and Amend Agreement No. P385-09-802 between Humboldt County and the State of Nevada, Department of Transportation related to the Senior Transportation program: The agreement is attached. The purpose of the agreement is to provide another vehicle for the Senior Transportation Program.

*Recommendation: That the Commission authorize the Vice-Chairman to sign the agreement on behalf of the County.*

3. Approval of Agreement for Welfare Set-Aside funds for Low-income Housing: This is a program we utilize in the Indigent program. Additional 2010 funds are available and this agreement covers those additional funds.

*Recommendation: That the Commission authorize the Vice-Chairman to sign the agreement of behalf of the County.*

## MEMORANDUM

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**TO:** COUNTY COMMISSIONERS

**FROM:** COUNTY ADMINISTRATOR

**DATE:** February 15, 2011

**SUBJECT:** OTHER INFORMATION AND UPCOMING MEETINGS

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### OTHER INFORMATION:

1. Meeting with Senator Ensign: On Saturday February 12, 2011 the Pine Forest Working Group met with the Senator to discuss this project. The Senator was impressed with the work that had been done and our ability to work together. Attached is a report from Jim Jeffress regarding all that has occurred since the first of the year.
2. Recycling proposals: We received two proposals on the 11<sup>th</sup>. One was from Delong Construction and the other was from Atlas Towing from Battle Mountain. The Landfill Committee will review them at a special meeting on the 22<sup>nd</sup> and we will let you know the results at your next meeting.
3. Comptroller recruitment: We have advertised this position with GFOA and hope that this source will generate some additional candidates. They have it listed on their web site, it will be in 4 of their news letters, and an e-mail went out to their membership regarding the opening.

### UPCOMING MEETINGS:

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|----------------------|---|
| 1. February 24, 2011 | Newmont Breakfast                           |
| 2. February 24, 2011 | POOL/PACT HR Training                       |
| 3. February 28, 2011 | Speaker's conference call                   |
| 4. March 4, 2011     | BLM District Manager/Chairman/Administrator |
| 5. March 7, 2011     | Commission                                  |

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**MEMORANDUM**

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TO: County Commissioners  
FROM: County Administrator  
DATE: February 15, 2011  
SUBJECT: Retreat Direction

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Attached is the direction which I heard on January 25, 2011. Today I am asking that you adopt this direction, modify this direction, or change it.

As it relates to the addition of the Planning Director one thing we did not discuss at the Retreat is input from the City. As I pointed out in the retreat memo on this subject, Planning is a part of the cost share agreement. If we are going to add this position and the added expense I believe we need to involve our partner in the discussion.

RETREAT DIRECTION  
2011

1. Planning Matters
  - Revise Ordinance so Commission has final say on Conditional Use Permits
  - Revise Language so does not have to be unanimous vote to deny approval
  - Look at Community Development Ordinances and Policy and Procedures to guide planning department as to what can be elevated to the Commission.
  - Look at rezoning some or all of M-3 to MAR to raise minimum lot size. Look at this in relation to distance from population centers.
  - Pursue position of Planning Director
2. Fiscal Review and Budget Direction
  - Taxes to remain at the current level
  - Allocate the tax dollars the same way as in the past
  - Retain the 60% ending fund balance goal
  - Department Requests equal revenue as close as possible
  - Add Planning Director and what ever the State gives us
3. 2011 Legislative Session/protocol/Commission process
  - United front
  - Open Communication
  - Utilize Staff to get message/communication out
4. Road Matters/review/discussion/proposals
  - Continue to discuss when/how to bring roads into the maintained system
5. Negotiation process overview
  - County Administrator will be lead negotiator with Chairman or Vice-Chairman observing. Use of other staff will be up to the Administrator
  - Retain Gene Bell for advise
6. Attrition Policy review and possible revision
  - Remove the attrition policy
  - Attempt to hold the number of employees at current level
  - Invite Department Heads (Elected and Appointed) to address the Commission on a quarterly or some other basis.