

Wednesday, June 29, 2011

A special meeting of the Humboldt County Board of Commissioners was called to order on Wednesday, June 29, 2011, at 9:00 a.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Chairman Garley Amos Jr., Commissioners Mike Bell, Dan Cassinelli, Tom Fransway and Jim French, District Attorney Michael Macdonald, Administrator Bill Deist and Clerk of the Board Tami Rae Spero.

PUBLIC COMMENTS: Chairman Amos asked for public comments. None were offered. Administrator Deist discussed the changes made to the agenda due to legislative changes to the Open Meeting Law.

ADMINISTRATIVE REPORT:

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

1. **Request for Adjustments to the Humboldt County Real Property Tax Roll:** Requests 10-11-47 to 10-11-49 were provided to the Board for review. *Recommendation: That the Commission approve the requests as recommended by the Assessor and Treasurer.*

The following motion was made by Commissioner Fransway and passed unanimously:

To approve the Consent Agenda.

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

To approve the expenditures as presented.

REQUEST FROM THE COUNTY CLERK FOR PRE-APPROVED OVERTIME FOR THE COURT CLERK (20 HOURS) AND THE INDIGENT COORDINATOR (10 HOURS):

County Clerk Tami Rae Spero present before the Board. Administrator Deist noted that this request is brought forth every six months by the Clerk and recommended approval. The following motion was made by Commissioner Fransway and passed unanimously:

To approve the Clerk's request for pre-approved overtime of twenty hours for the Court Clerk and 10 hours for the Indigent Coordinator as requested.

COMPTROLLER/AUDITOR'S OFFICE: Comptroller Sondra Schmidt appeared before the Board.

ADOPTION OF A RESOLUTION AUGMENTING THE DRUG COURT FUND: A copy of the proposed resolution was provided to the Board for review. Administrator Deist explained that this is an annual augmentation as the revenue for this fund is unknown at the time of budget preparation; he

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requested approval. The following motion was made by Commissioner Bell and passed unanimously:

To approve the resolution augmenting the Drug Court Fund.

(Resolution No 06-29-11)

ADOPTION OF RESOLUTION AUGMENTING THE COMPENSATED ABSENCE FUND: A copy of the proposed resolution was provided to the Board for review. Administrator Deist explained the reason for augmentation on this fund resulted from the retirement of two long term employees; he requested approval. The following motion was made by Commissioner Cassinelli and passed unanimously:

To approve the resolution augmenting the Compensated Absence Fund.

(Resolution No. 06-29-11a)

ADOPTION OF RESOLUTION COMMITTING HUMBOLDT COUNTY FUND BALANCES AS REQUIRED BY GASB 54: A copy of the proposed resolution was provided to the Board for review. Comptroller Schmidt explained the changes under the law that have required this resolution and noted that it would be an annual requirement. Discussion occurred regarding the requirements effect on the fund balance and the need to place certain funds in the General Fund but identify them separately. Comptroller Schmidt requested approval of the resolution to comply with GASB 54. The following motion was made by Commission Bell and passed unanimously:

To approve the resolution for GASB 54.

(Resolution No. 06-29-11b)

APPROVAL OF FY 2010-2011 BUDGET TRANSFERS: A copy of the detailed transfers was provided to the Board for review. Administrator Deist explained the need for the budget transfers including the increase of net proceeds. The following motion was made by Commissioner French and passed unanimously:

To approve the fiscal year 2010-2011 budget transfers as presented by staff.

REVIEW AND APPROVAL OF FY 2011-2012 AMENDED BUDGET: Administrator Deist reviewed the items transferred to the Counties by the 2011 Legislature as well as the eliminated funding for programs which had been previously funded by the State; he noted that as a result of these transfers/eliminations an amended budget had to be developed and there would only be thirty days from the end of the Legislative session to file it. Administrator Deist noted that documents had been included in the Commission's packets which explain some of the services the Counties will be assessed for including a document provided by the Director of Health and Human Services titled County Transfers

2011 Legislative Session and one from the same source entitled Estimated Impacts by County Fiscal Year 2012; he also noted that these impacts will also be in place in fiscal year 2013. Administrator Deist reviewed and recommended the proposed amendments to the Budget (see attached) including a \$200,000.00 transfer from PILT to the Sixth Judicial Fund to offset the costs for the coming year. Discussion occurred regarding the budgeting of PILT and the amount available for the 2011-2012 budget.

Sheriff Ed Kilgore appeared before the Board regarding the request he had made at budget time for funding for vehicles; he noted that he had held the request back at that time expecting to be able to present it later in the budget cycle but that had not occurred so he is coming forth with the request now. Sheriff Kilgore spoke in support of \$180,000.00 being placed in the Sheriff's Office budget for vehicle replacement costs; he discussed the fleet report he had provided at a prior Commission Retreat detailing the issues with an aging fleet and the great strides that have been made over the past couple of years in addressing those issues, that he has nine vehicles with over 100,000 miles on them, that this results in an increase in liability issues, the need for installation of hands free devices in the vehicles related to the recent Legislative action addressing use of cell phones and that not having line item funding severely hampers the ability to maintain the fleet. Discussion ensued related to the cost to maintain the aging fleet and the ability to transfer the vehicles taken off line to other departments. Commissioner Bell stated his support for the request. Commissioner French agreed with the need to maintain the policy to cycle out the older vehicles. Discussion occurred as to what had been purchased in the prior budget cycle. Commissioner Fransway noted the reasons that the County's budget needed to be amended and the concerns related to that and his concerns about granting this request and its effect on the budget; he noted the Commission's action at the prior meeting in authorizing an architect for the new dispatch facility and stated that he felt the Commission had been very generous to the Sheriff's Department; he questioned the liability issues and stated that he could not support this request. Sheriff Kilgore responded stating his understanding but noted that this request should not have had to be included as an amendment that it should have been dealt with at budget time. Commissioner French agreed with the fiscal issues but noted the importance of maintaining a working fleet; he stated he did not know if he could support the full request but the Commission should approve some. Sheriff Kilgore responded explaining the amount requested. Commissioner Bell agreed that the \$180,000.00 was not possible but that he would not agree to less than \$150,000.00. The following motion was made by Commissioner Bell and passed unanimously:

To approve the augmentation of the budget with the addition of \$150,000.00 for the

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Sheriff's budget.

CONVEYANCE OF DEED FOR THE MCDERMITT FIRE STATION PROPERTY FROM HUMBOLDT COUNTY TO THE MCDERMITT FIRE PROTECTION DISTRICT:

Bill Macdonald, legal counsel for the Fire District appeared before the Board. Mr. Macdonald stated this request is being brought forth as the Nevada State Department of Agriculture had indicated that if the property is reconveyed to the Fire District they will be able to continue with the loan/grant program that has been worked out; that the County would have no involvement in the loan/grant with the Department other than the interim financing previously approved which will be paid off by this loan/grant and that this would cut down on the needed paperwork. Administrator Deist recommended that the Board authorize the Chairman to sign the deed once it is presented so the loan can be closed and the firehouse built. District Attorney Macdonald concurred and noted that his office is in the process of putting together the promissory note for the interim financing which will then be presented to the Fire District for signature and that his Office is also preparing the deed that will allow conveyance of the property to the District. The following motion was made by Commissioner Bell and passed unanimously:

To approve the conveyance of the deed for McDermitt Fire Station property from Humboldt County to the McDermitt Fire Protection District.

COMMITTEE APPOINTMENTS: Administrator Deist noted that the Agricultural District #3 Board, the Library Board and the Paradise Valley Weed Control Board had applicants present to be interviewed; he suggested that the Commission deal with those Boards with no interviewees first and then hold interviews. The Board concurred.

ADVISORY BOARD TO MANAGE WILDLIFE: Administrator Deist stated that there are three vacancies on this Board of three years each and that two members are seeking reappointment, Tom Cassinelli and Giovanni Giordano; he recommended approval of the reappointment of the two long time members. The following motion was made by Commissioner Cassinelli and passed unanimously:

To appoint Tom Cassinelli and Giovanni Giordano to the Advisory Board to Manage Wildlife.

AIRPORT BOARD: Administrator Deist stated that there was one vacancy on this Board for a four year term and that member Richard Robie is seeking reappointment; he noted that a letter from another Airport Board member supporting this reappointment had been provided to the Board and he offered his recommendation for approval of the reappointment. The following motion was made by Commissioner Cassinelli and passed unanimously:

To appoint Richard Robie to the Airport Board.

HUMBOLDT DEVELOPMENT AUTHORITY: Administrator Deist stated that there are two vacancies on this Board of four years each including the financial position and the agricultural position and that Cindy Neeley-Sigurdson has been serving in the financial position and Brad Shultz has been serving in the agricultural position and that he would recommend the reappointment of both. Administrator Deist noted the need per the HDA's by-laws to obtain the City's concurrence on the appointments. The following motion was made by Commissioner Bell and passed unanimously:

To reappoint Cindy Neeley-Sigurdson and Brad Shultz and that the Commission asks the City to concur with those appointments.

REAPPOINTMENT TO THE REGIONAL PLANNING COMMISSION: Administrator Deist explained that Lewis Trout had been appointed to fill out the remainder of Bob Edwards term on December 6, 2010 and that the recommendation is to reappoint Mr. Trout to a full term on the RPC. The following motion was made by Commissioner Fransway and passed unanimously:

To appoint Lewis Trout to a full term on the Regional Planning Commission.

AGRICULTURAL DISTRICT #3: Administrator Deist stated that there is one vacancy on this Board for a four year term and that Chris Bengoa is seeking reappointment and Roberta Rothwell has requested appointment. The Board interviewed Ms. Rothwell and Mr. Bengoa. Later in the meeting after discussion the following motion was made by Commissioner Fransway and passed unanimously:

To reappoint Chris Bengoa to Ag District 3.

LIBRARY BOARD: Administrator Deist indicated that there is one vacancy on this Board and that Mary Beene has requested appointment. The Board interviewed Mrs. Beene. After the interview and discussion the following motion was made by Commissioner Bell and passed unanimously:

To appoint Mary Beene to the Library Board.

Administrator Deist departed the meeting at 10:11 a.m.

PARADISE VALLEY WEED CONTROL BOARD: Administrator Deist's memo indicated that there are three vacancies of three years each on this Board and that current member Jean Thomas is seeking reappointment and Nancy Lesperance is seeking reappointment. The Board interviewed Mrs. Lesperance. Commissioner Cassinelli noted that two other requests for reappointment had been received. After discussion related to the ability to interview all applicants the Board agreed to table this item until the next meeting on July 11, 2011. The following motion was made by Commissioner Fransway and passed unanimously:

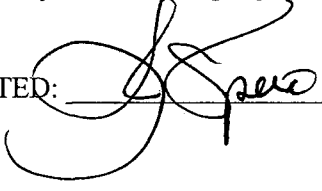

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That due to the fact that the Board has some late interest in some of the vacancies that this be postponed until the July 11th meeting.

PUBLIC COMMENTS: Chairman Amos asked for public comments. None were offered.

ADJOURNMENT: A motion to adjourn was offered by Commissioner Fransway and passed unanimously. The meeting adjourned at 10:21 a.m.

ATTESTED:  Clerk APPROVED:  Chairman

UNOFFICIAL

MEMORANDUM

TO: COMMISSIONERS
FROM: ADMINISTRATOR
DATE: June 23, 2011
SUBJECT: CONSENT AGENDA

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

1. Request for adjustment to the Humboldt County Real Property Tax Roll: Attached are requests 10-11-47 to 10-11-49 for your review.

Recommendation: That the Commission approve the requests as recommended by the Assessor and Treasurer.

MEMORANDUM

TO: County Commissioners

FROM: County Administrator

DATE: June 23, 2011

SUBJECT: Amended Budget

As you are aware the 2011 Legislature transferred some costs to the Counties or eliminated funding for programs which they had previously funded. As a result we have developed an amended budget to reflect these increase costs and are asking for your approval as we only have 30 days from the end of the session to file it. I have attached two items which I hope will help in understanding the type of services we are going to be assessed for; 1) a document provided by the Director of Health and Human Services titled County Transfers 2011 Legislative Session, 2) another document from the same source titled Estimated Impacts by County, FY 12. We also need to keep in mind these impacts will also be in place in FY 13.

Below is our proposal for the amended budget. I will list the program and the suggested budget in which it should be placed.

AMENDED BUDGET PROPOSAL

- A. Long term care; MAABD Institution and waiver costs for persons with income over 142%/132% of the Federal SSI rate - \$49,853 increase to the Indigent Medical Fund.
- B. Consumer Health Protection (Food and Facilities) - \$42,316 increase to Community Health Nurse Budget in the General Fund

- C. Rural Development Services cost - \$11,476 increase to the Community Health Nurse Budget in the General Fund.
- D. Medical Care related to TB Program - \$4,352 increase to Community Health Nurse Budget in the General Fund.
- E. Medical Care related to STD Program - \$809 increase to the Community Health Nurse Budget in the General Fund.

NOTE: We have proposed including items B-E in the Health Nurse budget as they are all health related. The total increase is \$58,953 however when the tentative budget was presented we were not sure of the cost of the Health Nurse contract, which was \$110,124, and we budgeted \$125,000. Therefore the net increase is \$44,077.

- F. Youth Parole Services - \$20,011 increase to the 6th Judicial District/Humboldt budget.
- G. Assess Rural Counties for Child Protective Services - \$146,876 increase to the 6th Judicial District/Humboldt budget.
- H. 70% of the expenses for pre-sentence or general investigation reports made by the Nevada Division of Parole and Probation to be paid by the County - \$28,907 increase to the 6th Judicial District/Humboldt budget.

NOTE: I am recommending the expenses in F, G, and H go into the District Court/Humboldt as they are cost only related to Humboldt County. They are also Court related costs. Part of the legislation which transferred these costs was a provision that Counties could present a proposal to assume the service instead of paying the assessment. Judge Wagner has asked that the Chief Juvenile Probation Officer look into the possibility of developing a proposal to assume the program listed in item G. above. At this time we are proposing this budget because we do not know what the proposal will look like, the cost of the proposal versus this cost or if the proposal will be approved. Just because we budget it does not mean that we will spend it and won't spend it if a proposal come forward which is better for Humboldt County. In addition there are three items for which funding have been eliminated. They are: 1) Funding to Community Juvenile Justice Programs - \$21,083; 2) Mental Health Room and Board Growth and Base Reductions - \$4,641; 3) Youth Detention Costs - \$4,437. These costs will be absorbed by the Department. The total recommended additional cost is \$195,794.

We are also recommending a \$200,000 transfer from PILT to the 6th Judicial Fund to off set these costs in the coming year.

We are also adjusting the RTC fund to show the City projects which were over looked when we filed the final budget. In addition I am expecting the Sheriff to approach you requesting that additional money be placed in his budget to purchase vehicles. Whether you wish to do that is your decision, however I have not included it nor am I recommending it for fiscal year 2011-2012.

UNOFFICIAL