

Monday, January 28, 2013

The annual retreat of the Humboldt County Board of Commissioners was called to order on Monday, January 28, 2013, at 9:00 a.m. at the Winnemucca Events Complex, Exhibit Hall Meeting Room, and Winnemucca, Nevada. Those present were Chairman Jim French, Commissioners Dan Cassinelli, Garley Amos, Jr., Mike Bell and Marlene Brissenden, District Attorney Michael Macdonald, Administrator Bill Deist and Clerk of the Board Tami Rae Spero.

PUBLIC COMMENTS: Chairman French asked for public comments. Joyce Sheen commented from the audience on the ability to hear the Commission.

COMMISSIONERS RETREAT/PLANNING SESSION - DISCUSSION ONLY:

OPENING COMMENTS: Administrator Deist offered opening comments related to the history and purpose of the retreat process.

AMENDMENTS TO COUNTY PERSONNEL POLICIES: A copy of the proposed amendments had been previously provided to the Board for review. Discussion occurred regarding maximum accrual of sick leave hours, accrual by exempt employees and changes to the working out of classification section. Audience member Jim Kinney addressed the Board regarding the ability of the County to cover the Senior Citizens Center employees with the County's insurance policy. Administrator Deist commented on the reasons he did not believe that was possible but stated that he would check into it.

Commission Direction:

1. Bring back the amendments to County Personnel Policies for adoption at the next regular meeting.

PLANNING ISSUES: Betty Lawrence, Senior Planning Technician for the Planning Department appeared before the Board.

DIFFERENCE IN ZONING OF MAR AND M - 3: Chairman French commented on concern through the years related to Large Parcel Map applications and access issues for the parcels created. Betty Lawrence, Senior Planning Technician for the Planning Department appeared before the Board. Mrs. Lawrence provided information regarding the M - 3 and MAR zoning districts and reviewed where the different zones are located in the County. Discussion occurred regarding if the current policy is sufficient related to these designations, what prior issues have been discussed related to the designations and the difference between the designations. Chairman French also noted concerns about areas not included in the defined Master Plan. Commissioner Amos commented on the jurat already included on the maps and concerns discussed in the past about impeding the sale/use of land by owners and the risk of legal action related to that. Commissioner French discussed the need to include a disclosure statement. Discussion

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occurred regarding that the Code of the West is on the Planning Department's website, the issues with people not doing their "due diligence" in researching the property they are purchasing, what the current language is on the final map, discussion which has occurred at the Regional Planning Commission (RPC) level regarding access issues and the District Attorney's observations as to issues with access and services for remote locations. Commissioner Cassinelli commented on his belief that larger parcels would slow the growth. District Attorney Macdonald discussed changes that could be made to the Code to reduce the number of smaller lots in outlying areas. Commissioner Bell noted the nuisance complaint discussed at the prior Commission meeting related to excessive numbers of swine on property. Administrator Deist concurred that some areas should be zoned something different than M - 3. Mrs. Lawrence suggested looking at different version of the M - 3 zoning. Commissioner Bell concurred with that suggestion. Chairman French noted concerns expressed by the RPC related to areas not included in the Master Plan and suggested that the issues be sent back to the RPC for discussion. Discussion occurred as to what the specific items are that need to be referred back to the RPC including the ability to disseminate the necessary information to the public related to access, the definition between M - 3 and MAR and does a third category need to be defined for those areas where significant issues such as ground water contamination and other items could occur due to growth which are not currently covered under the current zoning designations. Discussion occurred regarding MAR and M - 3 zoning. Lewis Trout, RPC member, addressed the Board regarding issues with the MAR and M - 3 zoning districts including issues with ranchers not wanting to go to a MAR zoning, BLM lands being identified for sale and the Planning Department's work with the BLM to identify those properties and to take them to an MAR zoning designation; he suggested that the Commission should look at creating a "wilderness zone" designation. Discussion ensued regarding the suggestion with Administrator Deist and District Attorney Macdonald discussing potential issues with that sort of zoning. Discussion occurred regarding areas outside of the Master Plan and the ability to identify them with an MAR zoning. Discussion occurred regarding lands within the Jungo area and the possibility of taking them from M - 3 to MAR including the process necessary to make the change. Discussion occurred regarding the zoning in the Delaney area. Discussion occurred regarding better disclosure of issues including access, services accessibility, water rights and mineral rights including the addition of the "Code of the West" on the County's website as well as Planning's site. Discussion occurred regarding the ability to require legal access be obtained by the land developers and potential issues with that requirement.

Commission Direction:

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1. The ability to give information relative to bare ground without services
2. Change zoning between MAR and M - 3, new zoning for area with population density
3. More detail and accessibility for the Code of the West through the County's website

HOW IS THE GROWTH IN THE NEXT FEW YEARS GOING TO IMPACT THIS COUNTY

AND COMMISSION/WATER PLAN: Commissioner Brissenden discussed issues she had heard from constituents during her campaign including the need to pursue water/sewer plans for the Grass Valley area and the need to adopt a water plan; she reviewed information she had received from Elko County which has implemented an water plan. Discussion occurred regarding Elko's water plan including how it was brought forward and implemented. Tony Lesperance offered comment from the audience relative to the development of Elko's water plan and spoke in support of the process. Discussion occurred regarding water rights transferring out of the County, the limitations on the County of addressing that as water rights are owned, the potential of taxing the sales, the need to attempt to identify future development and the need for quasi-municipal water systems for those areas, industrial uses of water and the need to develop a plan related to "pit lakes" ownership. The Board agreed with the need to look at Elko's plan. Chairman French suggested getting the State Water Engineer involved in the process.

District Attorney Macdonald and County Clerk Spero addressed the Board regarding the need to look at facility expansion and equipment/technology improvements; discussion occurred regarding the lack of space in the current facilities, security needs and technological needs for both the County offices and the courts and the need to expand the technology department. Librarian Sheri Allen commented from the audience about the expected population increase due to the mines. Chairman French suggested that the management team should look at a 10 year long range plan. Administrator Deist noted the need to steer the growth towards the City as the infrastructure is in place. Commissioner Cassinelli questioned whether the County should be saving money to go towards a future sewer system. Assessor Jeff Johnson commented on the need to address technology matters and the need to involve JD Ames of the Tech department in that discussion.

Commission Direction:

1. Obtain copy of Elko County's water plan
2. Begin the process regarding facilities etc. 10 years from now
3. Work with the City regarding growth as that is where the infrastructure is

ROAD MATTERS/REVIEW/DISCUSSION/PROPOSALS: Road Superintendent Ben Garrett appeared before the Board and provided a memorandum related to road issues for the Board's review (see

attached). Discussion occurred regarding issues with the acceptance of roads into the road maintenance infrastructure and possible solutions, RS2477 Roadways, striping maintenance, sign maintenance, bridge maintenance, gravel road maintenance, pavement maintenance, County-City equipment sharing and equipment issues/needs. Additional discussion occurred related to the status of the STIP projects, the possibility of a future need to drill wells to maintain roads in certain areas where water access is limited, potential legislation to transfer certain State roads to the County, the need to secure locations in the outlying areas to store herbicides in the winter and to plug in equipment during winter months and the need to look at additional employees.

Commission Direction:

1. Revised policy for bringing roads into the County Maintained System
2. To look at adding two more people to the department

LEGISLATIVE PROCESS/REVIEW/2013 SESSION: Discussion occurred regarding the evaluation of Bill Draft Requests for fiscal impact on the County, legislation related to wild horse & burros, federal enforcement on County lands, the “shared sacrifices” including costs associated with juvenile services and other legislation of interest as identified by NACO. Discussion occurred regarding the direction given during the last legislative session which included that the Commission would present a united front, that there would be open communication between the Commissioners and staff, that staff would be utilized to get the message/communications out; the Board concurred that the same direction was appropriate this year and that the legislative recap should occur during Commission meetings as has been done in the past. District Attorney Macdonald suggested that if a specific bill was going to be discussed that it be identified as an agenda item.

FISCAL REVIEW: Comptroller Sondra Schmidt reviewed the revenues/expenditures for the General Fund for the Board. Discussion occurred regarding the unpredictability of Net Proceeds and Consolidated Tax revenues and the recommendation of the Comptroller and Administrator that Net Proceeds not be used in operating funds but be placed into the Building Reserve Fund instead. Comptroller Schmidt noted that if the funds are placed in the Building Reserve Fund they can be moved out of the fund if needed. Discussion occurred regarding property tax revenue projections and what occurs if more revenue is received than anticipated. Discussion occurred regarding concerns with the Indigent Services Fund including the amount of expenditures in comparison to the revenues, the fiscal effect of the “shared sacrifices” related to long term care and the County Clerk’s concerns related to the inmate medical line item including the continuing increase in the costs associated with the item and the Clerk’s lack of ability

to control the line item as the authority rests with the Sheriff. Discussion occurred regarding concerns related to the Road Fund including the use of PILT funding which is unpredictable and that fuel tax revenues are stagnant. The employee count related to the General Fund was reviewed.

Commission Direction:

1. Examine use of Net Proceeds
2. Look at Inmate Medical
3. Look at PILT in Road Department

BUDGET DIRECTION: Discussion occurred regarding the budget process. Following the discussion the following questions were asked by the Administrator and answered by the Commission:

Do you want taxes to remain at their current level? Yes

Do you want to allocate tax dollars the same way as in the past? Yes

Do you want to retain the 60% ending fund balance? If at all possible

Do you want department requests to equal revenue projections? As close as possible

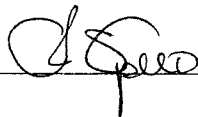
Do you have priorities you wish to fund or new programs you wish to include or existing programs you wish to discontinue? The funding of the Building Reserve Fund was discussed.

Commissioner Bell noted that there is currently a major issue with the communications situation and suggested that there needed to be an outside analysis accomplished to assist in fixing the problems. Audience member Jim Kinney spoke in support of funding for a civic center.

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

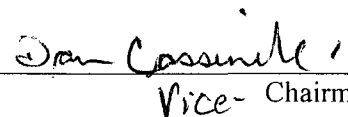
ADJOURNMENT: Chairman French adjourned the meeting at 3:21 p.m.

ATTESTED:



Clerk

APPROVED:



Vice- Chairman

To: Humboldt County Commissioners
From: Ben Garrett, Road Superintendent
Date: January 22, 2013
Subject: Road Issues for the Retreat

1) Acceptance into the Road Maintenance Infrastructure:

- a. Issues: Numerous Right-of-Ways have been dedicated to Humboldt County, but not accepted into the Maintained System. Under our current structure developers are required to bring the dedicated Right-of-Ways up to County Road Standards as a condition for approval from the Planning Department. Several years may pass before the road meets the occupancy standards for acceptance in the Maintained System. Roads have deteriorated with time and require reconstruction prior to acceptance into the Maintained System.
- b. Road Scenario Examples:
 - i. Sand Creek Circle: road brought up to standards in 2009, but is unoccupied at this time.
 - ii. Bird, Teal and Pelican: the road was accepted into the Maintained Road System in April of 2008 when the road was constructed to current road standards. The work has not been completed.
 - iii. Supreme Court: the road is constructed to standards, but does not meet occupancy requirements or connect to a maintained County, City or State roadway. Improvements were not required from the nearest maintained road to the proposed roadway.
- c. Solutions:
 - i. Accept all roads upon completion of the conditions set for the parcel split with a requirement of improvement to the nearest connecting maintained roadway.
 - ii. Require developer to maintain roadway until occupancy standards are met and roadway is accepted in the Maintained System.
 - iii. Require a bond from the developer to cover the cost of reconstruction at the time all existing requirements for acceptance in the Maintained System are met.
 - iv. Leave requirements for acceptance at current standards.

2) RS2477 Roadways:

- a. Issues: Roads have been identified on recorded maps in 1976. Conversion to FLPMA right-of-ways is the next step in the process.
- b. Solutions: The majority Humboldt County's roads have been converted to FLPMA right-of-ways. 59 roads have been converted to Perpetual Right-of-Ways. We are working closely with BLM on identifying and converting our infrastructure to perpetual FLPMA right-of-ways. 14 applications are currently being processed by BLM. 36 additional roadways require conversion or amendment to the right-of-ways.
- c. Desired Results: Convert all identified roadways to perpetual right-of-ways.

3) Striping Maintenance:

- a. Issues: Currently NDOT and Humboldt County have an interagency agreement. NDOT stripes the county roads in exchange for truck hauling of material. The agreement expired in December of 2012. Many of the roads currently striped are not mandated by the MUTCD. Under the proposed Striping agreement, Humboldt County would incur an annual cost of \$20,000 without adjustments to the striping inventory.
- b. Solutions: Contract the striping with a private entity or renew interagency agreement with NDOT. Stripe only roads required by the MUTCD.
- c. Desired Results: Comply with the MUTCD standards.

4) Sign Maintenance:

- a. Issues: The reflectivity of our signs does not meet the new standards as set forth in the MUTCD (Manual for Uniform Traffic Control Devices). The new standards compliance deadline has been extended. The cost to conform to the standards varies with the type of sign from \$20-45 each. To replace every sign in Humboldt County would not be financially feasible.
- b. Solutions: Replace missing or damaged street signs, regulatory signs and warning signs first. From this systematically replace all nonconforming signs over a period of 5 years.
- c. Desired Results: Comply with the MUTCD standards.

5) Bridge Maintenance:

- a. Issues: Eden Valley Bridge requires attention on the south abutment for scour and under cutting. Other structural problems require the bridge replacement sooner than expected.
- b. Solutions: Replace Eden Valley Bridge in the 2013-2014 through the Federal Highway Bridge Replacement Funds. Funding through NDOT's bridge replacement program has been secured. NDOT and Humboldt County entered into an agreement in March of 2011 for the replacement of the existing structure. The County share of the cost is anticipated to be around \$400,000 with Federal Highway Funding to cover the remainder of the cost. The project currently is in design.
- c. Desired Results: Safe water crossing for the near future.

6) Gravel Road Maintenance:

- a. Issues: The lack of availability of water and gravel due to the distances from secured sources. Water rights applications for 3 well sites are currently being processed. Several other well locations throughout the County are under consideration. Compaction is a key to gravel road longevity. With limited staff levels and 1 available soil compaction machine desired compaction has been unattainable. Cattle guards in the rural areas of the county are in various stages of disrepair. Several drainage issues have been identified, but the need for immediate attention on most are not warranted at this time.
- b. Solutions: The most crucial is the need for compaction on roadways. Rollers designed as a ripper attachment on the Motor Graders would be the least costly option as no additional employees would be required. The Roller attachment has extended maintenance cycles with varying degrees of success, dependent on the quality of road base material. These rollers cost \$20,000-25,000 each and one would be needed for each grader. This could be phased in over several years. Acquisition of water sources will be critical in the future. Development of water sources can vary in cost. We are working with mine owners, power plant contractors, BLM, U. S. Forest Service, agricultural interests, NDOT and a variety of other agencies to improve maintenance on our rural roads. The Free-Use permits at 29 pit sites from BLM have been secured until 2019. Gravel processing at the secured sites is required to obtain quality material to maintain our gravel road system. This can be accomplished by contracting the crushing at this point.
- c. Desired Results: Extend the drivability of gravel roads between maintenance cycles. If we can extend the maintenance cycle, we can optimize the use of our resources.

7) Pavement Maintenance:

- a. Issues: Observations from my road inspections have revealed inadequate maintenance on paved surface roads. Several pavement and drainage issues need to be addressed. Preventive maintenance is crucial to pavement longevity. Pavement reconstruction is 5 times costlier than preventive maintenance.
- b. Solutions: An aggressive preventive maintenance program will extend the life of our paved surface roads. Resource sharing with the City of Winnemucca has produced a cost savings for both entities. The City has a crack filling pot for rubberized material we can borrow, but in 1-2 years a new machine will be needed at a cost of \$50,000. Filling the cracks on roads is important to keep moisture away from the base material. This is the least expensive maintenance activity with the highest cost-benefit ratio. Crack filling will cost approximately \$25,000 in material annually. We strive to seal every road in the system once every 3-4 years. Currently we are on 5 year cycle for Crack Sealing. The next step in the program would be a wear surface treatment (Slurry, Chip Seal, Micro Pavement, Asphalt Rubber Chip Seal or Cape Seal) on paved surfaces to protect the structural integrity of the asphalt cement. The City and County joined in a surface treatment contract for Asphalt Rubber Chip Seal and Micro Surfacing Cape seal with very good results. A surface treatment program cycling through all our roads once every 6-7 years is recommended. Initially the cost for this application will be expensive to preserve roads new-12 years old. In 3-4 years this program can be scaled back. We are on target for improving the longevity of our paved infrastructure, but still require a significant investment over the next 5 years. Several drainage issues in the Grass Valley area, standing water adjacent to the roadway, can be solved by infiltration structures to assist the preservation of the pavement.
- c. Desired Results: Extend the life of the roads to between 22-27 years. New product technology may extend road life even further without costly reconstruction.

8) County-City Equipment sharing:

- a. In 2008 Humboldt County and the City of Winnemucca began sharing equipment and manpower to mutually benefit both entities. Both entities own specialized equipment unique specific aspects of road maintenance i.e.: Motor Graders, Street Sweepers, Pipe Cleaning Trucks, Crack Seal Machine and Transport Vehicles. With the limited use of this equipment by each entity, ownership or rental (when possible) of this equipment can be expensive.
- b. Since 2008 the County-City equipment sharing has benefitted both entities. Over the course of several years I would anticipate a fairly even exchange of equipment and manpower with a positive benefit to the community.
- c. We have shared equipment with the City and NDOT. We are currently working with BLM, Lander and Pershing Counties on potential opportunities for savings.

9) Equipment Issues:

- a. Motor Graders: With the rebuild of 2- 1998 Caterpillar 140 H graders in 2011 our fleet of graders should be set for 4-8 years minimum.
- b. Semi-Tractors & Belly Dumps: One tractor has in excess of 450,000 miles on the chassis and is a 1999 model. One tractor is a 1991 model and has in excess of 350,000 miles on the chassis. Our belly dump fleet contains 1978 model trailers in need of replacement in the near future. We should begin a replacement schedule to encompass the next 5 years.
- c. Sanders & Plows: The current fleet power units are 1991-1995 with low mileage, as the primary use is snow removal. The attachments are relatively new and will last as long as the power units with an anticipated lifespan in excess of 10 years.
- d. Rollers: In 2009-2012 five roller attachments for motor graders have been purchased and utilized with positive results. Seven would be required to outfit the fleet. The purchase of 1-2 per year for 1-2 years would outfit the fleet at a cost of \$20,000-25,000 per unit.
- e. Water Tankers: Our tanker fleet will be entirely stainless steel upon completion of the retrofit. The fleet should last for 10 years or longer with regular maintenance.
- f. Equipment Transport Trailers: With the recent purchase of a tag along equipment trailer for the dump trucks our trailer fleet is complete with a lifespan of 20-25 years.
- g. Loaders and Backhoes: Our current fleet of loaders and backhoes consists of 3-1971 John Deere 544 A loaders, 1- 1997 John Deere 744 loader, 1- 2001 John Deere 644 loader, 1- 2011 Caterpillar 420 E backhoe and 1- 1994 John Deere 710 backhoe. The 544 loaders are being cannibalized for parts to keep 2 operational as replacement parts become rare. The John Deere backhoe has spent significant time in the shop in recent years. I would encourage replacement of 2 loaders and backhoe with well-maintained used equipment in the next 2-3 years.

- h. Miscellaneous Equipment: Our current fleet of pickup trucks is beginning to show signs of age. The fleet ranges in age from 1996 to 2008. 5 pickups in the existing fleet have 200,000 miles or more with 2 approaching 230,000 miles. I would recommend a replacement plan of 2-3 pickups per year beginning next year. The replacement plan would take 4-6 years as other vehicles mileage will climb as older vehicles exit the fleet.
- i. Emergency Generator: An investment of \$40,000 is required to keep our shop operational in the event of an emergency.