

Monday, January 6, 2014

The regular meeting of the Humboldt County Board of Commissioners was called to order on Monday, January 6, 2014 at 9:30 a.m. in the regular place of meeting at the Courthouse, 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. None were offered.

DISCUSSION & ACTION ON CORRECTION/APPROVAL OF MINUTES: DECEMBER 16, 2013 REGULAR MEETING: No minutes submitted for consideration.

FIX THE TERM OF THE CHAIR AND VICE-CHAIR: After discussion the following motion was made by Commissioner Bell and passed unanimously:

To fix the term of the Chair and Vice-Chair at one year.

ELECTION OF CHAIR: Commissioner Bell nominated Commissioner Cassinelli to serve as the Chairman for the upcoming year. Commissioner Cassinelli accepted the nomination. The following motion was made by Commissioner Bell and passed unanimously:

For Dan Cassinelli to be the Chairman.

ELECTION OF VICE-CHAIR: Commissioner Bell nominated Commissioner Amos to serve as Vice-Chairman for the upcoming year. Commissioner Amos accepted the nomination. The following motion was made by Commissioner Bell and passed unanimously:

To appoint Garley Amos as Vice-Chairman.

Chairman French turned the meeting over to the new chairman Commissioner Cassinelli.

ANNUAL SERVICE AWARDS PRESENTATION TO COUNTY OFFICIALS AND EMPLOYEES:

Chairman Cassinelli presented service awards to the following employees:

<u>35 YEAR PLAQUE-</u>	Recorder	-	Mary Ann Hammond
<u>25 YEAR PLAQUE-</u>	County Clerk	-	Anita Paquette
	Juvenile	-	Tony Harris (not present)
<u>20 YEAR PLAQUE-</u>	County Clerk	-	Tami Rae Spero
<u>15 YEAR PLAQUE-</u>	Assessor	-	Colleen Cox
	Buildings & Grounds	-	Richard Custer (not present)
	Justice Court	-	Holly Jones (not present)

- Juvenile - Daniel Baldini (not present)
- Recorder - Deborah Engstrom
- Road Dept. - Norm Celio

10 YEAR PLAQUE-

- Assessor - Rhona Lecumberry (not present)
- District Attorney - Gina Ramirez (not present)
- Juvenile - Jennifer Cannon (not present)
- Road Department - Joe Garcia (not present)

5 YEAR CERTIFICATE-

- Building & Safety - Bobby Thomas
- Fairgrounds - Juan Acevedo
- Co-op Extension - Sharon Barton
- District Attorney - Tamara Jenkins
- Juvenile - Lisa Schwarzenberg(not pres)
- Library - Noliena Castellanos (not pres)
- Planning - Jessica Park
- Road Department - Jessica Anderson (not present)
- Sheriff - Betty Lawrence
- Ben Garrett
- Dillon Watt (not present)
- Kyle Negus (not present)
- Shane Goodale (not present)

ADMINISTRATIVE REPORT:

CONSENT AGENDA: Nothing presented for review/action.

SOLID WASTE MATTERS: Administrator Deist stated that he had nothing on this item.

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.

MISCELLANEOUS REPORTS AND CORRESPONDENCE: Administrator Deist informed the Board that the amount granted to the McDermitt Fire District to pay off their loan had ended up being \$1,915.52. Dates of upcoming meetings and dates of importance were noted for the Board.

REPORTS FROM COMMISSIONERS REGARDING OTHER BOARDS AND COMMITTEES

THEY SERVE ON: Commissioner Brissenden commented on a tour she had taken of the Wendover City Hall.

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

To approve the expenditures for this period.

DETERMINATION OF COMMISSION ASSIGNMENTS FOR 2014: After discussion the following motion was made by Commissioner French and passed unanimously:

To maintain the commission assignments as assigned last year.

APPROVAL OF ANNUAL POLICY MANUAL UPDATE: A copy of the proposed annual policy manual updates were provided to the Board for review. Administrator Deist noted that the updates had been provided by POOL/PACT and were as a result of federal and state legislative changes. After discussion the following motion was made by Commissioner French and passed unanimously:

To accept the policy updates as presented.

APPOINTMENT TO THE OROVADA RODENT CONTROL DISTRICT: Administrator Deist stated that an e-mail had been received from Dan Hetrick requesting re-appointment to the Orovada Rodent Control District. The following motion was made by Commissioner Amos and passed unanimously:

To re-appoint Mr. Hetrick to the Orovada Rodent Control District.

PRESENTATION REGARDING THE NATIONAL WEATHER SERVICE STORM READY PROGRAM FOR HUMBOLDT COUNTY: Michael Fitzsimmons, Warning Coordination Meteorologist and Brian Boyd, Senior Meteorologist with the Elko Weather Forecast Office appeared before the Board. Mr. Fitzsimmons presented a Power Point presentation regarding the StormReady Program including what it is, why it is needed, what it prepared communities for such as lightening, fire, tornadoes, flooding and drought conditions, what the information is that can be relayed, the communities that are involved and what needs to be done to become a participant in the program. Commissioner French asked if this proposal had been presented to the Local Emergency Planning Commission. Mr. Fitzsimmons stated that it had and the decision by that Board had been a unanimous decision to go forward; he noted that the program is at no cost to the County as long as the necessary infrastructure is present. The following motion was made by Commissioner Bell and passed unanimously:

To approve going forward with the StormReady Program.

Mr. Boyd discussed an upcoming storm spotter training program.

REQUEST TO PROCLAIM THE MONTH OF JANUARY 2014 AS NATIONAL STALKING AWARENESS MONTH: A copy of the proposed resolution was provided to the Board for review. Administrator Deist noted that this is an annual request and recommended adoption of the resolution. The following motion was made by Commissioner Brissenden and passed unanimously:

To accept the resolution for proclaiming January 2014 as National Stalking Awareness

Month.

(Resolution No. 01-06-14)

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

REVIEW OF THE NEW CODE OF THE WEST: A copy of the proposed Code of the West was provided to the Board for review. Mrs. Lawrence reviewed who had prepared the document and the process that was occurring for use of the Code on the County website. Administrator Deist suggested that if the Commissioners have any changes they let Mrs. Lawrence know otherwise the process will move forward. No comments offered.

LP-13-03 - Final division of land into Large Parcel Map submitted by Desert Mountain Surveying as agent for All Finance, LLC. Subject property is located approximately 2.25 miles +/- North of Jungo Road on Sierra Pass Road, Section 17, T36N, R36E, and MDB&M in Humboldt County, Nevada. APN 005-351-16: Provided to the Board for review was a copy of the Planning Department memo and Report recommending approval with inclusion of the access and mineral lease jurats, a copy of the minutes at which the Regional Planning Commission approved the application and a copy of the parcel map showing the location. John Milton of Desert Mountain Surveying appeared before the Board as agent for the applicants. Mrs. Lawrence reviewed the application and recommended approval. Mr. Milton reviewed the location and the access for the Board. After discussion the following motion was made by Commissioner Bell and passed unanimously:

To approve LP-13-03 final division of land into Large Parcel Map submitted by Desert Mountain Surveying.

UPDATE FROM THE LIBRARY REGARDING THE RE-BID OF THE BOOK MOBILE AND REQUEST TO GO TO BID ONCE AGAIN: Information related to the bookmobile bid was provided to the Board for review. Library Board member Herk Criswell and Library Technician Ginny Dufurrena appeared before the Board. Mrs. Dufurrena reviewed the alterations to the specifications for the bookmobile and spoke in support of going out to bid for the vehicle again. Commissioner French thanked the Library Board for the time and effort they had put into this project and stated that he is comfortable that this is a design that will work. Commissioner Bell asked about the type of vehicle being considered and whether a guarantee was being given related to the dust. Mrs. Dufurrena stated that while the dust was a concern the heating issue was the biggest concern; she explained how this proposal alleviates the problems. Road Superintendent Ben Garrett appeared before the Board and commented on the

importance of the location of the generator and the addition of the second axle. Mrs. Dufurrena noted that there will be some dust but not to the same degree as currently occurs. Discussion occurred regarding the bidders and the amount budgeted. Chairman Cassinelli reiterated his comments from a prior meeting that it is a lot of money so he hopes this is the right place to put it. The following motion was made by Commissioner French and passed unanimously:

To approve this proposal to move forward with the bidding process as presented today.

ROAD MATTERS: Road Superintendent Ben Garrett appeared before the Board.

APPROVAL OF AWARD OF BID FOR BELLY DUMP AND PUP: Provided to the Board for review was a memo from the Road Superintendent detailing the bids for the purchase of two belly dump main trailers and two belly dump pups and the bid proposals received from On Ramp Trailer Sales located in Sparks, Nevada; the recommendation was to purchase two Trail King Pups and two Trail King Mains at a cost of \$190,235.76 as the Trail King Trailers meet Humboldt County Specifications without exception. Superintendent Garrett reviewed the bids and his recommendation for the Board noting that the recommendation is not for the low bid but that, as it is the same provider, there would be no issue. The following motion was made by Commissioner Amos and passed unanimously:

To approve the bid as per the Road Supervisor's recommendation.

REPORT OF PENDING ROAD DEPARTMENT PROJECTS: Superintendent Garrett reported on the covering of certain roads, road work on Jungo Road, cattle guard maintenance and repair and provided an update on the Mayhew project. Commissioner Brissenden asked about Herschell Road. Superintendent Garrett stated that it is ok now but that it would need to be checked again in two to three weeks. Commissioner Brissenden asked about any contact with the developer of the parcel related to Fred Anderson's request from a prior meeting. Superintendent Garrett stated that he had not talked to anyone regarding the issue.

MISCELLANEOUS ROAD RELATED MATTERS: None offered.

RETREAT PLANNING: Discussion occurred regarding the location, the date, the time and items to be included on the agenda. Following discussion the Board agreed that the location for the retreat would be the exhibit hall meeting room at the Winnemucca Events Complex, that the date of retreat would be January 27, 2014 and that items to be included on the agenda would be: the budget, direction from the auditors regarding an audit team, planning matters including groundwater issues in Grass Valley and zoning, discussion with the Treasurer regarding the Treasurer's Report and investments, information associated with the Planning Commission meeting agendas being placed on the website, the conditional

use permit process and sage grouse issues. Discussion occurred regarding what is occurring at the Planning level with the water plan.

SHERIFF OFFICE: Sheriff Ed Kilgore appeared before the Board.

LIQUOR LICENSE APPLICATION FOR EAST PRUSSIA IMPORTS LLC (PARTNERS: MICHAEL GUIDERO AND JAMES COLGRAVE), LIQUOR IMPORTERS AND WHOLESALE: Sheriff Kilgore called the Liquor Board meeting to order at 11:46 a.m. Sheriff Kilgore reviewed the application and stated that the investigation had showed no issues or concerns. The following motion was made by Commissioner Cassinelli and passed unanimously:

To approve the Liquor License for East Prussia Imports LLC.

CHANGE OF LIQUOR LICENSE HOLDERS FOR PILOT TRAVEL CENTER #485 TO LAUREN BAUGH (PREVIOUS MANAGER AND APPLICANT RESIGNED): Sheriff Kilgore reviewed the request for the Board. After review the following motion was made by Commissioner French and passed unanimously:

To approve the application for liquor license change for the Pilot Travel Center #485 for Lauren Baugh as presented.

Commissioner French motion to adjourn the meeting of the Liquor Board and said motion passed unanimously. Adjournment at 11:50 a.m.

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

ADJOURNMENT: Chairman Cassinelli adjourned the meeting at 11:52 a.m.

ATTESTED: *J. Opere* Clerk APPROVED: *Dan Cassinelli* Chairman

(Minutes approved by the Commission and signed by the Chairman on *2/3/2014*)

MEMORANDUM

TO: COUNTY COMMISSIONERS
FROM: COUNTY ADMINISTRATOR
DATE: December 30, 2013
SUBJECT: OTHER INFORMATION AND UPCOMING MEETINGS

OTHER INFORMATION:

1. McDermitt Fire District Loan: As you will recall the District came in to your first meeting in December and reported that they were not able to repay their complete loan but would continue to attempt to pay. At that time you approved a grant to cover the balance if needed. As of this date they have repaid all but \$1,915.52 so this is the grant amount.

UPCOMING MEETINGS:

1. January 7-9, 2014 Settlement Conference re: Delong Reno
2. January 14, 2014 Management Team
3. January 15, 2014 Sage Grouse Meeting with State Legislators
4. January 16-17, 2014 Possible Annual Leave Administrator
5. January 20, 2014 County Holiday
6. January 21, 2014 Commission