

Tuesday, September 2, 2014

The regular meeting of the Humboldt County Board of Commissioners was called to order on Tuesday, September 2, 2014, at 1:00 p.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Chairman Dan Cassinelli, Commissioners Garley Amos Jr., Jim French and Marlene Brissenden, District Attorney Michael Macdonald, Administrator Bill Deist and Clerk of the Board Tami Rae Spero. Commissioner Mike Bell was absent.

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

DISCUSSION & ACTION ON CORRECTION/APPROVAL OF MINUTES - JULY 7, 2014, JULY 21, 2014, AUGUST 4, 2014 AND AUGUST 18, 2014:

Chairman Cassinelli asked for corrections/additions for the minutes of July 7, 2014; none offered. The following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To approve the July 7, 2014 County Commission meeting minutes.

No other minutes presented for consideration.

ADMINISTRATIVE REPORT:

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

1. Adoption of Proclamation declaring September as Childhood Cancer Awareness Month: A copy of the proposed Proclamation was provided to the Board for consideration. *Recommendation: That the Commission adopts the proclamation as presented.*
2. Approval of agreement to pay 2% of net profits by Southwest Gas for benefit of County School District Fund in accordance with Franchise Agreement: It was noted that in the recently approved franchise agreement this requirement was included. A copy of the proposed agreement was provided to the Board for review. *Recommendation: That the Commission approves the agreement and authorizes the Chair to sign.*

The following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To approve the consent agenda as presented.

Commissioner Brissenden read the Proclamation.

(Resolution No. 09-02-14)

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

PUBLIC LANDS PLANNING MATTERS & FORMULATION OF COUNTY POSITION ON

09/02/2014

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:

OTHER INFORMATION AND UPCOMING MEETINGS: Administrator Deist updated the Commission on the status of the recommendations from the Nevada Public Lands Task Force noting that the Legislative Committee on Public Lands would not take up the issue during the work session; he further reported that CTX was down for the month of June. Upcoming meetings and dates of importance were noted.

REPORTS FROM COMMISSIONERS REGARDING OTHER BOARDS AND COMMITTEES

THEY SERVE ON: Commissioner French commented on the Public Lands Task Force and the local Nevada 150 meeting related to Humboldt County's entry in the Nevada Day Parade. Commissioner Brissenden reported on her attendance at the annual Debt Management Commission meeting and a Hospital Board meeting as well as her involvement with the Labor Day events including the Dutch oven cook off event and the Paradise Valley community breakfast.

CLAIMS FOR EXPENDITURES OF COUNTY FUNDS: The following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To approve the expenditures as presented.

PRESENTATION OF A PROPOSAL BY THE HUMBOLDT VOLUNTEER HOSPICE FOR USE OF THE COURTHOUSE FOR "LASTING LIGHTS OF LOVE" MEMORIAL TREE LIGHTING CEREMONY:

Provided to the Board for review was a letter from Sherry Smith, Executive Director of the Humboldt Volunteer Hospice explaining the request to use the County Courthouse Christmas Tree for the 4th annual Lasting Lights of Love Memorial tree lighting ceremony. Present before the Board were Director Smith, Cindy Michael and Sherry Mock representing the Hospice. Director Smith spoke in support of the request. Administrator Deist commented that the Employees Association representative was willing to work with the group on the decorating of the tree. The Board expressed their support for the request. The following motion was made by Commissioner French and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To accept the request as presented.

NUISANCE MATTERS:

PUBLIC HEARING ON A NUISANCE COMPLAINT ALLEGING THAT PROPERTY

09/02/2014

Page 2 of 10

BELONGING TO BILL AND MURIEL ELLIOTT IS DEFINED AS A POSSIBLE NUISANCE PER HUMBOLDT COUNTY CODE, CHAPTER 8.04. THE PROPERTY IS LOCATED 4195 TURNER LANE, WINNEMUCCA, NV APN 3638-32-103-005:

Provided to the Board for review was the nuisance complaint filed by Sheila Filippe and other residents, copies of the investigation reports completed by the Building Official and the Sheriff's Office, a copy of the Notice of Public Hearing, copies of documents showing the attempts to serve the property owners and a letter from Michael Elliott, son of the property owners. Complainant Sheila Filippe appeared before the Board. No property owners nor representatives present. Chairman Cassinelli read the title of the item set to public hearing. A letter had been received from Michael Elliott the son of the property owners on August 26th indicating that he was currently incarcerated but that he would arrange for cleanup of the property within two weeks. Discussion occurred regarding the lack of clean up at this point and the ability to continue the matter to allow for cleanup. Following said discussion District Attorney Macdonald recommended that if the Board believes there is a nuisance they should find that there is a nuisance and set a date that the nuisance has to be abated by and if that is not accomplished the Board can proceed according to the Code. After discussion the following motion was made by Commissioner Brissenden and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To move forward with the nuisance complaint at 4195 Turner Lane, Assessor's Parcel Number 3638-32-103-005 and order that within thirty days from adoption of the resolution that those items in the complaint be cleaned up.

PUBLIC HEARING ON A NUISANCE COMPLAINT ALLEGING THAT PROPERTY BELONGING TO TONY AND MARY DUREN IS DEFINED AS A POSSIBLE NUISANCE PER HUMBOLDT COUNTY CODE, CHAPTER 8.04. THE PROPERTY IS LOCATED AT 4225 RAINBOW ROAD, WINNEMUCCA NV APN 3537-14-226-003:

Provided to the Board for review was the nuisance complaint filed by Ismael Martinez and other residents, copies of the investigative reports completed by the Building Official and the Sheriff's Office, copies of the service documents and a copy of the Notice of Public Hearing. Property owners Tony and Mary Duren appeared before the Board. No complainants nor representatives were present. Chairman Cassinelli read the title of the item set to public hearing. Mary Duren read a statement (see attached) regarding the property owners' efforts to clean up the site and their planned improvements. Commissioner Brissenden noted that she had viewed the site and some cleanup had been accomplished since the complaint was filed. Chairman Cassinelli asked about a time frame for cleanup. Mrs. Duren stated that some things would take until next spring

09/02/2014

but that the weeds, junk and garbage would be taken care of within the next two months. Chairman Cassinelli asked about the car and motorcycle parts. Mr. Duren stated that there would be clean up but that the parts would not be removed, just stored and/or screened; he discussed the number of vehicles on the site, the number that were currently for sale, the plan to line the vehicles up along the back once the weeds are cleared and the plan for fencing the property. Mrs. Duren requested at least sixty days for the initial clean up. Chairman Cassinelli suggested that the matter be continued to the first meeting in October to check on the status of clean up and if sufficient cleanup has not occurred the declaration of a nuisance could be done. District Attorney Macdonald noted the limitations in Code on continuing the matter out that far. After discussion the Board concurred that they would continue the matter out until the next meeting and then make their determination. The following motion was made by Commissioner French and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To continue this matter to the next meeting on September 15th.

REVIEW OF PROGRESS TOWARD ABATEMENT OF A NUISANCE AT 4795 WEST THOMAS CANYON ON PROPERTY OWNED BY JESSE W. PEARSON:

Property owner Jesse Pearson appeared before the Board and explained the status of the property clean up. Commissioner Brissenden observed that progress has occurred. Chairman Cassinelli suggested that the matter be continued out to the first meeting in September at which time a final determination can be made. Discussion occurred regarding fencing, the trailer being used for storage and weeds.

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

PUBLIC HEARING ON A ZONE CHANGE REQUEST SUBMITTED BY WALLACE BAUM TO CHANGE THE ZONING FROM AG-5 (GENERAL AGRICULTURAL DISTRICT - 5 ACRE MINIMUM LOT SIZE) TO M - 1 (INDUSTRIAL DISTRICT). SUBJECT PROPERTY IS LOCATED OFF OF WESTMORELAND ROAD; APN 3537-15-200-001:

Provided to the Board for review was the Planning Department Status Report recommending approval and a copy of the Notice of Public Hearing. Chairman Cassinelli read the title of the item set to public hearing. Mrs. Lawrence reviewed the request and recommended approval. Chairman Cassinelli asked for public comment; none offered. The following motion was made by was made by Commissioner French and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To accept the request on behalf of Wallace Baum to change the zoning from AG-5

*General Agricultural District five acre minimum lot size to M - 1 Industrial District.
Subject property is located off of Westmoreland Road Assessor's Parcel 3537-15-200-001.*

(Ordinance No. 09-02-14)

PUBLIC HEARING ON TH-14-02 - A text amendment to increase the maximum height of a fence or wall from six (6) feet to seven (7) feet in Humboldt County Code Chapter 17.10 General Provisions, Chapter 17.20 AG General Agricultural District and Chapter 17.44 M - 3-Open Land Use District and to increase the maximum height of a fence, wall or other obstruction above street level within twenty feet of an intersection on any corner from three (3) feet to four (4) feet in Chapter 17.44 M - 3 Open Land Use District: Provided to the Board for review was a copy of the proposed ordinance and a copy of the Notice of Public Hearing. Chairman Cassinelli read the title of the item set to public hearing. Mrs. Lawrence reviewed the proposal and recommended approval. District Attorney Macdonald reviewed the revision to the language of the proposed ordinance. Chairman Cassinelli asked for public comments. Road Superintendent Ben Garrett stated his concern with the increase to four feet at intersections. Mrs. Lawrence noted the set back of twenty feet. Superintendent Garrett indicated he would be okay with that. No further public comment offered. The following motion was made was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To approve TH-14-02 as presented.

(Ordinance No. 09-02-14a)

REPORT FROM KRIS STEWART REGARDING THEIR CELEBRATION AND THE RESULTS FROM THE COMMISSION'S CONTRIBUTION: Kris Stewart appeared before the Board to review the 150 year celebration at the 96 Ranch in Paradise Valley including the participants, the funds raised, the donations made and the benefit to the community.

POSSIBLE AWARD OF BID FOR THE BOOKMOBILE: Provided to the Board for review was a memo from Road Superintendent Ben Garrett reviewing the bids received for the bookmobile including statutory language related to bids and offering the recommendation that the lowest responsive and responsible bidder in accordance with NRS Chapter 338 appeared to be Farber Specialty Vehicles based upon various factors. (See attached) Also provided was a copy of an assessment of responses to Bid for bookmobile from SVS, Specialty Vehicle Services, LLC recommending the award of the bid to Farber Specialty Vehicles (see attached). Bids had been received from OBS Specialty Vehicles, Farber Specialty Vehicles, Matthews Specialty Vehicles, Gerling and Associates, Summit Body Works and LDV Inc.

09/02/2014

Page 5 of 10

Appearing before the Board were Road Superintendent Ben Garrett, Librarian Sheri Allen, Library Bookmobile Specialist Ginny Dufurrena and Library Board member Susan Putnam. Superintendent Garrett reviewed the bids received for the Board detailing the exceptions and issues and offering the recommendation to award the bid to Farber Specialty Vehicles for the reasons indicated in the assessment. Discussion occurred regarding the painting of the vehicle. District Attorney Macdonald recommended that the Commission find Farber to be the lowest responsive and responsible bidder based upon the reports put together by the Road Superintendent and the consultant. Commissioner French asked if this had been brought before the Library Board and if they were comfortable with the recommendation. Librarian Allen confirmed that the Library Board was okay with it. The following motion was made by Commissioner French:

To accept the Farber Specialty Vehicles bid for \$275,870.00 with the county specified options and additional paint costs identified by Farber as presented.

Administrator Deist asked District Attorney Macdonald if the motion needed to specify that Farber is the lowest responsive bid. District Attorney Macdonald stated that would be his recommendation that the motion specify for the reasons spelled out by the Road Superintendent and consultant that Farber is the lowest responsive and responsible bidder. The following amended motion was made by Commissioner French and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To accept the Farber Specialty Vehicles bid for \$275,870.00 with the county specified options and additional paint costs identified by Farber for the reasons spelled out by the Road Superintendent and consultant that Farber is the lowest responsive and responsible bidder.

Commissioner Brissenden noted that Ginny Dufurrena would be doing a presentation related to the bookmobile program at a conference in California. Discussion occurred regarding the plans for the current bookmobile.

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

REPORT OF PENDING ROAD DEPARTMENT PROJECTS: Superintendent Garrett updated the Board on the status of the Chip Seal Project including the projected completion date for Herschell Road, prep work being done for the upcoming mag project, road grading, patching and work being done with Hycroft on graveling. Discussion occurred regarding the use of County equipment for the upcoming Nevada Day Parade in Carson City and the County's float.

MISCELLANEOUS ROAD RELATED MATTERS: Debra Lyon appeared before the Board to

09/02/2014

Page 6 of 10

comment on issues with the use of Mag Chloride on Lambert Drive and how slippery it becomes when there is rain or snow; she requested that the County either use a chip seal on the road or quit using mag for dust control. Superintendent Garrett agreed with the issue of mag becoming slippery when it gets wet; he noted that the intention is to place fresh gravel on the road this winter which would help the issue and commented on the problem of obtaining grindings to do a chip seal; he suggested that a survey be done of the residents as to possibly switching to an enzyme dust palliative.

ADOPTION OF RESOLUTION PREPARED BY LYON COUNTY SUPPORTING "PASS BILLS CREATE JOBS" SOCIAL MEDIA CAMPAIGN IN SUPPORT OF H.R. 5205:

A copy of the proposed resolution was provided to the Board for review. Administrator Deist reviewed the proposed resolution for the Board. The following motion was made by Commissioner Brissenden and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To adopt the resolution prepared by Lyon County supporting "Pass Bills Create Jobs" Social Media campaign in support of H.R. 5205.

(Resolution No. 09-02-14a)

REVIEW OF BLM'S LETTER OF AUGUST 11, 2014 REGARDING THREE DESERT LAND ENTRIES APPLICATION AND DETERMINE THE LEVEL OF INVOLVEMENT HUMBOLDT COUNTY WISHES TO HAVE IN THE DEVELOPMENT OF THE EIS:

A copy of the letter dated August 11, 2014 from the Bureau of Land Management signed by James W. Schroeder, Field Manager Humboldt River Field Office was provided to the Board for review. The letter discussed proposals by the Wadsworth Family, Rod & Virginia St. Clair and the Egger Family for reclamation, cultivation and irrigation of approximately 2,400 acres of public land located in Silver State Valley, Orovida and near Kings River Valley and invited the Commission to participate at their chosen level of involvement ranging from a review capacity up to being a formal cooperating agency (see attached). Discussion occurred regarding the time frame for responding to the letter, concerns with the proposal and the level at which the Board wished to be involved. After discussion the Board agreed that they wished to participate at the level of cooperating agency. The following motion was made by Commissioner French:

That the Commission votes to insert themselves as a full cooperating partner with comments on the EIS to come.

Chairman Cassinelli asked District Attorney Macdonald if the motion was acceptable. District Attorney Macdonald confirmed that it was. Chairman Cassinelli called Commissioner French's motion to a vote and it passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting

09/02/2014

Page 7 of 10

aye and Commissioner Bell being absent.

YEARLY REVIEW AND POSSIBLE APPROVAL OF THE UPDATE TO HUMBOLDT COUNTY'S PERSONNEL POLICIES: Provided to the Board were copies of the updates to the County's Personnel Policies for review. Administrator Deist noted the inclusion of the updated policies in the packet, that these are changes recommended by POOL/PACT and offering his recommendation for approval. Commissioner French noted that there are items related to employee's leave and such that he would like to review at the next Commission Retreat. The following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To approve the yearly review of the updates to Humboldt County's Personnel Policies.

REVIEW AND POSSIBLE APPROVAL OF STIPULATED PARTIAL SETTLEMENT AGREEMENT BETWEEN HUMBOLDT COUNTY, DELONG RANCHES, INC. AND UNITED STATES OF AMERICA, SECRETARY OF THE UNITED STATES DEPARTMENT OF THE INTERIOR, DIRECTOR OF THE BUREAU OF LAND MANAGEMENT, NEVADA STATE DIRECTOR OF THE BUREAU OF LAND MANAGEMENT AND THE DISTRICT MANAGER OF THE WINNEMUCCA DISTRICT OF THE BUREAU OF LAND MANAGEMENT RELATED TO NON-WILDERNESS ROADS IN THE QUIET TITLE SUIT FILED AND DOCKETED AS HUMBOLDT COUNTY AND DELONG RANCHES, INC. V. UNITED STATES ET AL, CASE

NO. 3:13 CV 00650: Provided to the Board for review were copies of the Stipulation for Partial Voluntary Dismissal, Stipulated Partial Settlement Agreement, Exhibit 1 - RS2477 Claims subject to dismissal, Exhibit A - Description of Roads, Exhibit B - Maps and Exhibit C - Maintenance levels and Road Classifications. John DeLong representing DeLong Ranches appeared before the Board. District Attorney Macdonald reviewed the history of the matter including what has occurred leading up to this stipulated settlement noting that the agreement specifically relates to the roads outside the Wilderness Area which have been referred to as "Non-Wilderness Roads"; he recommended approval of the settlement and authorization for the Chairman to sign. District Attorney Macdonald continued to review the agreement including the roads included noting that the agreement preserves all rights that BLM, DeLong Ranches and Humboldt County currently have as it relates to the RS 2477 suit and stating that all the parties felt that the agreement was beneficial to all parties involved. Administrator Deist joined the District Attorney in the recommendation that the stipulation be approved and the Chairman be authorized to sign. Mr. DeLong stated his satisfaction with the stipulation. Discussion occurred regarding the stipulation as to the RS 2477 roads and the District Attorney addressed the issue including a review of the

09/02/2014

Page 8 of 10

exhibits included with the agreement. After discussion the following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To accept and approve the settlement agreement for the non-wilderness roads, to authorize the Chairman to sign and the District Attorney to execute any documents related to the non-wilderness roads.

AUTHORIZATION FOR THE DISTRICT ATTORNEY TO SIGN STIPULATION RELATED TO STAY OF THE CLAIMS RELATED TO ROADS IN WILDERNESS AREAS IN THE SUIT HUMBOLDT COUNTY AND DELONG RANCHES, INC. V. UNITED STATES ET AL, CASE

NO. 3:13 CV 00650: Provided to the Board for review were copies of the Stipulated Joint Motion for Stay of Discovery & Litigation and the Second Stipulation for Partial Voluntary Dismissal. John DeLong representing DeLong Ranches appeared before the Board. District Attorney Macdonald stated that this item relates to the roads that the County claimed were public roads within the Wilderness Area; he reviewed the documents provided for the Board and the process used to deal with the claims related to the roads within the wilderness. Discussion occurred regarding what the options would be if the stipulated process proves unsatisfactory for the DeLongs in what can be negotiated with the BLM. The following motion was made by Commissioner Amos and passed with Chairman Cassinelli and Commissioners Amos, French and Brissenden voting aye and Commissioner Bell being absent:

To authorize the District Attorney to sign the stay.

STEP 1 IN RECRUITMENT PROCESS FOR COUNTY ADMINISTRATOR TO INCLUDE BUT NOT LIMITED TO: REVIEW AND INPUT ON CURRENT JOB DESCRIPTION, SALARY AND BENEFITS, IDEAL CANDIDATE QUALIFICATIONS, SUPPLEMENTAL QUESTIONS OR INFORMATION REQUIRED OF CANDIDATE AT TIME OF APPLICATION, RECRUITMENT TIME LINE, LEVEL OF ADVERTISING, COMMISSION ROLE IN THE RECRUITMENT PROCESS AND MATTERS RELATED THERETO:

Provided to the Board for review was a copy of the current County Administrator class specification, a copy of the draft recruitment brochure and a list of details input is needed on (see attached). Jeanne Greene and Dana Carvin of Pool/Pact Human Resources appeared before the Board. Ms. Greene reviewed the handouts provided. Commissioner Brissenden asked about the use of the title "Administrator" versus "Manager". Ms. Greene explained that the title varies by County and it would be up to the Board as to which they prefer. Commissioner Brissenden asked if the job description meets today's standards. Ms. Greene responded that she did not have an issue with it from an HR standpoint but that she could not address whether it is

09/02/2014

Page 9 of 10

reflective of the current responsibilities/duties of the position. Commissioner Brissenden suggested that under the qualifications/experience & training in the brochure that the language be changed to include private sector experience. Ms. Greene explained her concerns about bringing someone in with only private sector experience due to the steep learning curve for someone coming into this level but she agreed it was a Commission decision. Discussion occurred as to what had occurred in other Counties. Ms. Greene suggested that it could be opened to private sector experience but give preference to public sector experience. Commissioner French agreed with that suggestion. Discussion occurred regarding the minimum level of education, the areas in which the position should be advertised, items to be included in the criteria to target the most appropriate candidates with the necessary experience, whether to use a recruitment subcommittee or to allow Ms. Greene to handle the recruitment, the number that would be brought before the Commission for selection, the initial screening/interview process including background checks, the time line for recruitment/hiring, if the provided brochure was acceptable and how it would be provided, whether travel/relocation reimbursement would be considered, the use of a contract for the person hired for the position and the salary/benefits to be offered. Discussion occurred regarding where to advertise and the Board agreed to use language specific to the western region but advertise nationally, to use NACO, ICMA and the League of Cities to begin with and to only expand if a good response is not received and to offer \$400.00 in travel reimbursement to the finalists. Discussion ensued as to the salary range for the position and if it is competitive. District Attorney Macdonald suggested that on the items being discussed related to committing funds, that the Commission would need to take formal action, perhaps at the next meeting, which would allow for the opportunity to look into the salaries in other areas. The Board requested that Ms. Greene do a salary range study to include Elko County and the City of Winnemucca. The Commission agreed that they would think about the use of a recruitment committee and make that decision at the next meeting. Chairman Cassinelli asked if there were any comments from the public regarding this issue. Jim White addressed the Board and suggested that during the interview process the candidates be questioned about their intent to stay in the community and also that a probationary period be considered.

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

ADJOURNMENT: Chairman Cassinelli adjourned the meeting at 4:55 p.m.

ATTESTED: _____

J. Openo

Clerk

APPROVED: _____

Jim Cassinelli

Chairman

(Minutes approved by the Commission and signed by the Chairman on 12-15-2014)

09/02/2014

Page 10 of 10

MEMORANDUM

TO: COMMISSIONERS
FROM: ADMINISTRATOR
DATE: August 26, 2014
SUBJECT: CONSENT AGENDA

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

1. Adoption of Proclamation declaring September as Childhood Cancer Awareness Month: Attached is the proclamation for your review.

Recommendation: That the Commission adopts the proclamation as presented.

2. Approval of agreement to pay 2% of net profits by South West Gas for benefits of County School District Fund in accordance with the Franchise Agreement: In the recent franchise agreement you approved this requirement was included. The agreement implements that portion of the franchise.

Recommendation: That the Commission approves the agreement and authorizes the Chair to sign.

MEMORANDUM

TO: COUNTY COMMISSIONERS
FROM: COUNTY ADMINISTRATOR
DATE: August 26, 2014
SUBJECT: OTHER INFORMATION AND UPCOMING MEETINGS

OTHER INFORMATION:**UPCOMING MEETINGS:**

1. September 3, 2014 Management Team
2. September 10, 2014 IT Ordinance Committee
3. September 10, 2014 Audit Committee
4. September 10, 2014 Newmont Dinner
5. September 11&12, 2014 Administrator Gone
6. September 15, 2014 Commission

First, I would like to apologize to my neighbors and their friends and family who complained about our yard. We did let the weeds get over grown this year but have been working on it, which makes me wonder why we received a complaint about cleaning our yard at this time, since cleaning our yard is what we were doing when we learned about the complaint. Two days before the investigator came to take pictures we had just bought a new push weed eater, as the weather this year was great for the weeds, and my husband was out cutting weeds when the investigator came out to take pictures (note in the report the investigator spelled our last name wrong, it is Duren not Durant)

Our yard changes every year, we move our garden, plant more contractors grass that can be mowed and takes less water to stay green, which keeps down the dust and the threat of fire. This year we didn't get started on our yard as early as usual and my husband changed jobs and began working split shifts, which made it harder for him to find the time to drive to landfill and to cut weeds

The weeds were overgrown and we are working on that. As for the storage trailers, my husband and I are both artists and we store our material in the trailers, nothing dangerous or flammable is store in them and we will be keeping the area clean around them. I am also going to paint them and put privacy fences up, chain link with slats according to the ordinance and will make them look attractive from the street or a neighbors.

As for my yard being a fire hazard and unattractive, I have a problem with that as we have fire breaks around the whole perimeter. Plus the grass we plant that I mentioned before. Considering where we live and the properties around us, we are neither unattractive or is our property going to bring down the selling price of any of the properties around us, most of which have been sold and bought since we moved here in 1998.

We use our yard as a gathering places when we have family members or friends over, my home and yard are my sanctuary, I live there, I have medical problems that keep me at home most of the time, and I spend alot of time sitting reading and meditating in my yard. We are not proud of the way we let it go but are proud of the strides we have taken to correct the problem.

I also would like to note that I am allergic to pesticides and weed killers so we can not use chemicals in our yard and I do not use them in my garden on my vegetables.

We will be continuing to clean our yard and maintain it but would also like to be able to live on our property and continue with our live pursuits of artistry and mechanics.

To: Humboldt County Board of Commissioners
 From: Ben Garrett, Roads Superintendent
 Date: July 31, 2014
 Subject: Bookmobile Bid Review 2014

Bid proposals were requested from various vendors for the manufacture and purchase of truck chassis and library box to replace the current Bookmobile bus style. The bid packets were sent to 16 vendors nationwide and advertised in the Humboldt Sun. The bid process complies with NRS Chapter 332. Humboldt County received 6 timely responses.

Bid Breakdown: (ranked by price)

1. OBS Specialty Vehicles \$239,430.00

- a. 270 Day Delivery Time, but does not agree to pay any penalties for a delay in delivery.
- b. OBS expects progress payments with 20% down upfront, not Humboldt County's normal practice for the purchase of equipment or vehicles. In addition 30% upon delivery of the chassis to the OBS site and 45% at the time of delivery with the final 5% within 30 days.
- c. Exceptions question on the Proposal Summary page left blank.
- d. Exceptions listed on Exception Summary:
 - i. 3.1.1.7.6 Vendor suggests an electrically operated step for the man doors with a spare assembly included in the package.
 - ii. An additional charge for the Acoustical Wall carpet in the bid packet of \$650, but recommends white paint.
- e. Several other exceptions listed in the margins of the original specifications, but not on the exception page.
 - i. 1.7.1 Dust Warranty cannot certify or warranty.
 - ii. 1.7.2 Warranty work is the Library's responsibility, the vendor will assist but not responsible for repair.
 - iii. 2.3.8 To be determined by the Body, may or may not be 12" minimum as specified.
 - iv. 2.4.4.10 1,850 Cold Cranking Amps instead of 2,300 Cold Cranking Amps as specified.
 - v. 2.4.9.1 TBD by body builder and customer (Humboldt County specified 296")?
 - vi. 2.4.11.4 Iron hubs instead of Aluminum hubs.
 - vii. 2.4.14.1 Wood grain instrument panel instead of gray panels.
 - viii. 2.4.15.1 One solid, non-metallic color included in price.
 - ix. 2.5.26 Specified (two-color paint). Price includes non-metallic paint only.
 - x. 2.5.27 Specifies size and construction of Library doors. Doors provided by Body Company. May or may not comply with specifications?
 - xi. 3.1.1.7 Kwikie Electric steps provided and installed per manufacturer specs. not modified?
 - xii. 3.1.1.7.5 Steps will automatically retract with ignition activation specified. Will discuss with customer?

- xiii. 3.1.1.7.6 If electric steps are provided a spare assembly shall be provided. No reason to supply the step, will not wear out any faster than air-operated step.
 - xiv. 3.1.4 One large storage compartment specified. 48" compartment included in the price.
 - xv. 3.1.7 Two (2) 26" X 26" sliding windows specified. Recommend fixed windows due to dust.
 - xvi. 3.2.4 2" thick spray-in insulation specified. Depth determined by body bows?
 - xvii. 3.2.7 Ceiling shall be finished with commercial grade acoustical carpet, specified. Wall carpet an option add \$650.
 - xviii. 3.2.8.4 Desk face specification. OBS standard desk construction?
 - xix. 3.4.6 Automatic resetting circuit breaker, specified. Noncompliance.
- f. Warranty standard and optional:
- i. Freightliner Standard 2 years/unlimited
 - ii. Freightliner Optional 5 years/250,000 miles, \$3,380
 - iii. Supreme body 3 years
 - iv. Most other components covered by Manufacturers at varying lengths of time.

2. Farber Specialty Vehicles \$265,980.00

a. 240 Day Delivery Time.

b. Exceptions in Exception Summary:

- i. 1.7 No Certified Dust Free Environment.
- ii. 2.4.4.9 160 Amp alternator specified, quote includes a 275 Amp alternator.
- iii. 13 gallon DEF tank specified, a 6 gallon tank is provided instead.
- iv. 2.4.6.2 12,000 lb. front axle specified, a 14,700 lb. axle quoted.
- v. 2.4.10.1 100 gallon driver's side fuel tank specified. 2-50 gallon tanks provided with horizontal exhaust or 1-50 gallon tank with vertical exhaust.
- vi. 2.4.11.2 Goodyear G-338 tires specified. Tires no longer available, similar tread pattern to be provided.
- vii. 2.4.11.6 Accu-shield finished wheels specified. Not available on steel wheels.
- viii. 2.4.14.1 Gray instrument panels specified. Wood grain is the standard finish on the convenience package.
- ix. 2.5.25 Body and roof transition shall be the same color, TBD by Library. If non-standard color is chosen an optional price of \$5,500 to be added.
- x. 2.5.26 Lower body and Cab shall be painted a second color, TBD by the Library. If non-standard color an optional price of \$3,100 to be added.
- xi. 3.3.3.6 Generator unit shall exhaust below the driver's side skirt, as far away from the window as possible. Emission codes prevent alteration of exhaust routing.

c. Warranty standard and optional:

- i. Freightliner standard warranty 2 years/unlimited
- ii. Freightliner optional warranty 4 years/ 100,000 miles, \$1,300
- iii. Freightliner optional warranty 5 years/ 100,000 miles, \$1,700
- iv. Supreme body 3 years
- v. Most other components covered by Manufacturers at varying lengths of time.
- vi. Farber warranty 1 year

3. Matthews Specialty Vehicles \$277,917.00

a. 240 Day Delivery Time.

b. Exceptions listed on Exceptions Summary:

- i. 2.4.4.7 115 V 750 Watt block heater specified. Standard factory wired Freightliner block heater?
- ii. 2.4.4.10 2,300 CCA specified. 2 Alliance batteries 2,250 CCA.
- iii. 2.4.4.20 Horton HT650 fan clutch specified. Norton Drivemaster clutch fan available on engine specified.
- iv. 2.4.11.2 Goodyear G338 tires specified. Tires no longer available, but will replace with Goodyear G182 RSD.
- v. 2.4.11.6 Accu-shield finished wheels specified. Not available on steel wheels.

c. Warranty standard and optional:

- i. Freightliner standard warranty 2 years/unlimited
- ii. Freightliner optional warranty not offered.
- iii. Body warranty not identified.
- iv. Most other components covered by Manufacturers at varying lengths of time.
- v. Matthews warranty 1 year.

4. Gerling and Associates \$299,975.00 @ 33,000 lbs. GVWR and \$309,815.00 @ 53,000 lbs. GVWR

a. 150 Day Delivery Time

b. Exceptions listed on Exception Summary:

- i. None listed.

c. Gerling stated a single axle with 33,000 lbs. capacity vehicle is sufficient, therefore two (2) vehicles listed.

d. Gerling expects 40% at the time of the order and the remainder upon delivery, which is not Humboldt County's usual practice for vehicle purchases.

e. Additional options offered:

- i. One (1) 48,000 BTU wall mounted Marv-Air air conditioning unit, \$8,250.00.
- ii. Additional training \$195.00 per hour.

f. Warranty standard and optional :

- i. Freightliner standard warranty 2 years/unlimited mileage.
- ii. Freightliner optional warranty not offered.
- iii. Body warranty 4 years.
- iv. Installed component parts 1 year.
- v. Gerling warranty 1 year.
- vi. Gerling extended first flight out 6 year warranty \$31,499.00.

5. Summit Body Works \$317,987.00

a. 180 Day Delivery Time

b. Proposal Summary indicates unit meets or exceeds Specifications.

c. Exception Summary page indicates unit meets or exceeds, but several items are listed.

d. Exceptions to bid specifications (all upgrades)

- i. Electronic deadbolts Cargolock vs Yale as specified
- ii. Double Handrails vs angled rails at the step wells.
- iii. 2 exterior storage compartments with LED lighting.
- iv. The storage compartment in the Pullman used for electrical components.