

Monday, February 2, 2015

The regular meeting of the Humboldt County Board of Commissioners was called to order on Monday, February 2, 2015, at 9:30 a.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Chairman Garley Amos, Jr., Commissioners Marlene Brissenden, Mike Bell, Jim French and Ron Cerri, District Attorney Michael Macdonald, Administrator Dave Mendiola and Clerk of the Board Tami Rae Spero.

**PUBLIC COMMENTS:** Chairman Amos asked for public comments. Clinton Norris appeared before the Board to discuss concerns with Kathy Road including that it needs to become a county road and be put in the right place and that it is a private road but it should be a public road. After discussion Chairman Amos indicated that the Administrator will follow up with the Road Superintendent on the matter. No further public comment offered.

**DISCUSSION & ACTION ON CORRECTION/APPROVAL OF MINUTES - OCTOBER 20, 2014; NOVEMBER 10, 2014; NOVEMBER 24, 2014; DECEMBER 15, 2014; JANUARY 5, 2015; JANUARY 20, 2015 REGULAR MEETINGS AND NOVEMBER 14, 2014; DECEMBER 2, 2014; AND JANUARY 26, 2015 SPECIAL MEETINGS:** No minutes were presented for consideration.

**ADMINISTRATIVE REPORT:**

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

1. **Appointments to several boards:** Quinn River Soil Conservation - Brian Rookstool (re-appointment), Orovada General Improvement District - Donald Mertens (re-appointment), Debt Management Commission - Donald Mertens (GID representative), Pueblo Fire District - Hank Dufurrena (re-appointment), Landfill Committee - Dave Mendiola (replacing retiring Bill Deist), Paradise Valley Sewer Board - Dave Kern, Kevin Kern, Stephanie Huseboe (re-appointments).

The following motion was made by Commission French and passed unanimously:

*To accept the nominations for those seats presented by the Administrator under the consent agenda.*

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

**2015 LEGISLATIVE MATTERS: POSSIBLE FORMULATION OF COUNTY TESTIMONY/INPUT ON PROPOSED LEGISLATION, RESPONSE TO LEGISLATIVE**

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**COMMITTEE REQUESTS, NACO LEGISLATIVE REQUESTS FOR INFORMATION AND RELATED MATTERS:** No discussion with a note that the Legislative session begins today.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE:**

**OTHER INFORMATION AND UPCOMING MEETINGS:** Administrator Mendiola reviewed CTX figures through November 2014 noting the continued downward trend; he continued informing the Board about public input being sought by the BLM for an environmental assessment for Newmont's Vista 8 Project, what the project encompasses and what type of input has been requested by Newmont. Commissioner French stated that this is a housekeeping matter, that he has looked at the project and it is in the best interest of the County and he would recommend that the Board direct the Administrator to write a letter of support for the Chairman to sign; the Board concurred. Administrator Mendiola continued noting that the Audit Committee needs another Commissioner to serve on it as one of the previous representatives was Commissioner Cassinelli. The Board concurred that Chairman Amos should serve on that Committee. District Attorney Macdonald directed that an item be placed on the next agenda for formal action.

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

**THEY SERVE ON:** Commissioner French noted that the Landfill Committee would meet at 3:00 p.m. today; he continued discussing a NVWorks executive board emergency meeting that he had attended related to a proposal made by the new executive director of JOIN to transfer funds from some communities including Winnemucca to the Elko JOIN for purposes of fulfilling contract requirements with Great Basin College, that he had voiced his concern but the transfer was approved but he had been assured by the JOIN Executive Director that if the reduction in funds created a service impact that JOIN will call for an additional meeting to keep Winnemucca's program whole. Commissioner Cerri reported on a WCVA meeting and a Humboldt Foundation meeting that he had attended. Commissioner Brissenden reported on a Hospital Board meeting that she had attended as well as the ribbon cutting ceremony for the Senior Citizen's Center Kitchen expansion and the Paradise Valley Community Breakfast.

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

*To approve the expenditures as presented.*

**CONSIDERATION OF HUMBOLDT COUNTY JOINING CENTRAL NEVADA REGIONAL**

**WATER AUTHORITY:** Commissioner French spoke in support of Humboldt County joining the Central Nevada Regional Water Authority and offered the recommendation that the Commission at least

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move towards membership in this organization for a trial period to determine if it is in the best interest of the County especially with the Legislature being in session and the planned creation of a water management plan for the County. Commissioner Brissenden referred to the mission statement for the organization and suggested that the annual fee was well worth the ability to protect our water. Chairman Amos stated that the Humboldt River Basin Water Authority (HRBWA) that the County currently belongs to is the same thing so he feels it is not necessary given the cost for the membership and the cost savings could be used for development of a county water plan; he explained what the HRBWA does. Commissioner French commented that there are members of the HRBWA that are also members of the Central Nevada Authority and observed that the water authority does extend all the way up into the Oregon/Nevada border not just the southern part of the state, so he would recommend that the Commission consider what those agencies/committees bring to the table that are different from one another as they are not all the same; he continued discussing what the Central Nevada Authority has accomplished related to water takings in the southern part of the state and stated that he believes this membership is in the best interest of the County. The following motion was made by Commissioner French and failed with Commissioners French and Brissenden voting aye and Chairman Amos and Commissioners Bell and Cerri voting nay:

*To accept the offer for membership with the Central Nevada Water Authority for the 2015 year.*

**REPORT FROM COUNTY ASSESSOR ON RECENT VALUATION CHANGE THAT MAY HAVE AFFECTED SOME COUNTY PROPERTY VALUATIONS:**

Assessor Jeff Johnson appeared before the Commission and reported on a refund to AT&T based on a State Board of Equalization decision in the amount of \$268,990.25; he explained what was involved in that decision and his concerns that the decision was only directed at AT&T which could lead to future issues with other telecommunication companies. Assessor Johnson continued explaining a review done by his Office of valuations on higher end homes in the area and the resulting adjustment to one hundred and fifteen single family residences which were located primarily in the city. Discussion ensued regarding the issue.

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

**POSSIBLE AWARD OF TWO BIDS FOR ROCK CRUSHING PROJECTS:** Provided to the Board for review was a memo from the Road Superintendent reviewing the rock-crushing Quinn River and Wash O'Neil Ranch bids from Hunewill Construction, Sweeney Construction and A&K Earth Movers and recommending the award of the bid to Hunewill Construction for \$99,000.00 with a unit price of \$6.25 per cubic yard for both locations (see attached). Superintendent Garrett reviewed the two bids and

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the recommendation for the Board. The following motion was made by Commissioner Bell and passed unanimously:

*To award the bids for the crushing to Hunewill Construction at \$6.25 per yard.*

**SET TO PUBLIC HEARING THE POSSIBLE ABANDONMENT OF A PORTION OF CODR**

**ROAD:** Superintendent Garrett reviewed a map of the location for the Board and identified the section that the Farm Manager for Winnemucca Farms (who are leasing the property from George Weitz) has proposed be abandoned from Tamara Road up to the property line on the other end. After discussion the following motion was made by Commissioner Bell and passed unanimously:

*To set to public hearing for the possible abandonment of a portion of Codr Road for the March 2<sup>nd</sup> meeting.*

**REPORT OF PENDING ROAD DEPARTMENT PROJECTS:** Superintendent Garrett reviewed work being done on a portion of Codr Road, on Dutch Flat Road, road grading & covering, cattle guard replacement and installation and noted that the access permit had been granted for Western Horizon and SR 290 to allow access to Savage Drive so they will be going in to improve it.

**MISCELLANEOUS ROAD RELATED MATTERS:** Based on questions from the Commission related to Kathy Road, Superintendent Garrett explained what portion is maintained by the County. Clinton Norris commented on what needs to be done with moving the road to follow the section line where it belongs. Superintendent Garrett noted where the right-of-ways are located and explained that the County cannot move the road as there is no right-of-way. Mr. Norris disagreed stating that there is right-of-way. Chairman Amos observed that it was time to go on to the next item so he suggested that Superintendent Garrett and Mr. Norris get together and discuss the issue.

**NEVADA DIVISION OF WILDLIFE INTRODUCTION OF TIGER MUSKIE INTO CHIMNEY**

**RESERVOIR:** Provided to the Board for review was a handout provided by the Nevada Division of Wildlife entitled "Introduction of Sterile Tiger Muskellunge into Chimney Reservoir as a biological control of carp and to increase angling opportunities." Brad Bauman, Wildlife Diversity Biologist with the Nevada Division of Wildlife appeared before the Board. Biologist Bauman explained the planned introduction of the fish into the Chimney Reservoir and reasons for that introduction. After the presentation, Commissioner French noted the benefit of this action for county relative to tourism; he asked if the request was for a letter of support from the Commission. Biologist Bauman stated that a letter of support would be fine, that this presentation was to determine support or lack of and to obtain the public's opinion. Commissioner French suggested that the Commission have the Administrator draft a letter of support for Chairman to sign. The Board concurred. Biologist Bauman noted that he was on the

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agenda for the County Wildlife Board tonight for discussion of this item. Commissioner French also observed that this fish is a sterile hybrid so it is not something that should cause worry about it overpopulating. The following motion was made by Commissioner Bell and passed unanimously:

*To have the Administrator draft a letter in support and to have the Chairman sign.*

**TAX ROLL ADJUSTMENT FOR THE PARCEL LOCATED IN DENIO THAT EARL DUNSMORE DONATED IN NOVEMBER TO HUMBOLDT COUNTY FOR THE USE OF**

**LIBRARY:** Treasurer Gina Rackley appeared before the Board. Treasurer Rackley explained that this property became tax exempt on November 10, 2014 when the Commission accepted the deed to the property but that left a balance of \$211.47 in taxes owing which would typically be paid by the owner but he is deceased; she explained that she had spoken to Bill Macdonald who was handling the legal matters and he had indicated that there were no other assets but that the deceased did have children but she questioned whether it would be appropriate to try and collect from them as this property is being donated to the library; she requested approval for the County to pay those taxes that are owed out of the General Fund Miscellaneous Revenue Account. The following motion was made by Commissioner French and passed unanimously:

*To accept the request on the part of the Treasurer for an adjustment for that Earl Dunsmore property in Denio and that the County pay the \$211.47 as opposed to coming from the deceased.*

Administrator Mendiola noted that they also wanted to discuss the property as it relates to the library's use of it. Bobby Thomas, Building Official appeared before the Commission and explained issues including that the property would need to be re-zoned from residential to commercial, that the residential unit use cannot be changed to commercial use, that a commercial well and septic would need to be installed, that water for fire protection would be needed, that all water rights are residential and that there are accessibility requirements that would need to be addressed. Library Director Sheri Allen appeared before the Board and commented on the desire to expand the library facilities in Denio and noted the need to discuss these issues with the Library Board. Chairman Amos suggested that the Library Board put some plans together. Commissioner Bell commented on a possible feasibility study. Based on a question from Director Allen, Administrator Mendiola confirmed that the property is covered on the County's insurance.

**RETREAT SUMMARY AND DIRECTION FOR COUNTY ADMINISTRATOR FOR FY 2015-**

**16:** Administrator Mendiola reviewed the summary provided (see attached) including information about the Dispatch Center discussion, the plans for a Users' Group and an Oversight group including

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membership and duties, GPS mapping follow up including costs and the need to address the medical director position at Dispatch and that cost; he continued reviewing the discussion related to the County's proposed water plan and identifying what he would need to know to proceed with that. Discussion ensued including Chairman Amos' suggestions that the County's Mission Statement be referred to, that the Commissioners each write out a list with what they would like to see in the plan and that communication happen with the Water Commissioner; Commissioner French's concurrence with Chairman Amos' comments and his noting that NACO is willing to assist the County on this process; Commissioner Brissenden's comments on individuals that have knowledge about water plans that the County could reach out to for assistance; Administrator Mendiola's indication that he had all the water plans referred to and that the staff at NACO had been very helpful with the process, that he has reviewed the plans but that at some point he needs to sit down with the Commission and look at it so that the Commission can provide feedback and direction for what they want to spend on it. Commissioner Cerri requested copies of the water plans for review and noted that the State is going to be reviewing the basins this year and addressing issues so perhaps it would be best to wait until that is done as it may help in doing the County's plan and perhaps save some money; he continued commenting on what was discussed at the retreat and his belief that the CSI report and Communications will be a real high priority, he questioned whether the informal action taken at the retreat to continue with the Sheriff in charge of Dispatch should be made more formal via a motion and noted other items that were not fully discussed such as the make up of the oversight committee, how those members will be chosen and the involvement of rural fire representatives. Administrator Mendiola responded that rural fire would be involved and explained his vision of who would serve on each of the groups. Discussion occurred regarding the groups including the use of memorandums of understanding. Sheriff Mike Allen appeared before the Commission and updated the Board on the users' group meeting and what had been discussed including who would be in the group and the plan to obtain examples of user agreements for the next meeting. Commissioner Brissenden asked District Attorney Macdonald if formal action would need to be taken to leave it under the authority of the Sheriff. District Attorney Macdonald offered that as Dispatch is currently under the authority of the Sheriff, he does not believe any action is needed, noting that it is not an item on the agenda for action today in any case; he continued noting what is being done at this preliminary stage will need to have action taken in the future. Administrator Mendiola commented that, with respect to the retreat direction, he would be meeting with each Commissioner individually and discussing priorities and obtaining input, he will put together the water plans and provide an update on the oversight committee. Commissioner French suggested that contact be made with the Wildfire Support

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Group as the proposal at the Legislature would be to formally recognize them just as the fire districts are. The following motion was made by Commissioner Bell and passed unanimously:

*To adopt the retreat direction as presented.*

**REQUEST FROM THE SHERIFF'S OFFICE FOR A WAIVER TO THE ATTRITION POLICY**

**RELATED TO A VACANT ADMINISTRATIVE CLERK POSITION:** Sheriff Mike Allen appeared before the Board. Sheriff Allen explained that the previous Office Manager Michelle Rathbun has accepted a position elsewhere which will result in Shauna Del Soldato, who is currently working at the Detention Center, moving into that position which will leave the administrative clerk position at the jail vacant; he spoke in support of the request for a waiver to the attrition policy for that position. Commissioner French asked if the opportunity existed to fill the position internally which would result in a vacancy of a position that is not so critical which could adhere to the attrition policy. Michelle Rathbun, Office Manager, appeared before the Board and explained the duties of the position and stated that she considers the position to be a critical need position which cannot be vacant for 90 to 120 days; she further responded that she does not believe there is anyone currently in the department that can move into this position as they are already down one clerical position. After discussion the following motion was made by Commissioner French and passed unanimously:

*To grant a waiver to the attrition policy as requested by the Sheriff to fill the admin clerk at the jail.*

Based on questions from Chairman Amos, Administrator Mendiola explained when the budget hearings would occur and what the process would be. Commissioner French commented that the direction given by the Commission is to hold the line, no major expansions other than those identified at the retreat and no tax increases to fund an expansion; he stated his hope that the budgets would reflect what was seen last year with a modest increase relative to the expenses that normally go up. Commissioner Cerri noted that at the retreat, Commissioner French had stated the need to do some maintenance on the buildings, he wondered what the priority was there. Commissioner French responded that there are some things that need to occur particularly with the courthouse building, that have been on the back burner for some time but it was never his intent to create a huge program that would expend a lot of money but he would like to place a priority on the upkeep and repair of the building on the priority list that Buildings & Grounds will bring forward at the budget hearings. Administrator Mendiola stated that he would discuss that with Director Cain when he met with him related to budgets but he also asked that the Commissioners let him know about any specific projects that they feel should be addressed.

**PUBLIC COMMENTS:** Chairman Amos asked for public comments. Debra Lyon appeared before the

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Board and voiced her concerns related to the tiger muskies eating other fish if they are introduced into Chimney Reservoir. Commissioner French responded and explained the management of the species; he noted that NDOW would be appearing before the County Wildlife Board and that Mrs. Lyon could attend and voice her concerns. Chairman Amos asked for further public comment. None were offered.

**ADJOURNMENT:** Chairman Amos adjourned the meeting at 11:30 a.m.

ATTESTED: Cl Spuro Clerk APPROVED: Harley Amos Chairman

(Minutes approved by the Commission and signed by the Chairman on 5-18-15)

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To: Humboldt County Board of Commissioners  
From: Ben Garrett, Roads Superintendent  
Date: January 28, 2015  
Subject: Rock-Crushing Quinn River and Wash O'Neil Ranch Bid

In the 2014-2015 annual budgets, the Humboldt County Board of Commissioners authorized the Road Department to solicit Rock-Crushing Bids. The bids closed on January 28, 2015. The bid process complied with NRS 332.

Three contractors responded Hunewill Construction, Sweeney Construction and A & K Earthmoving. All vendors met the specifications without exceptions.

**Bid Summary: Quinn River #2**

Hunewill Construction

1410 W. Railroad

Winnemucca, Nevada

Bid Price: \$6.25 per cubic yard: extended price \$99,000 for 15,840 cubic yards of material.

Sweeney Construction

P O Box 1431

Winnemucca, Nevada

Bid Price: \$7.16 per cubic yard: extended price \$98,994.16 for 13,826 cubic yards of material.

A & K Earth Movers

515 Windmill Drive

Fallon, Nevada

Bid Price: \$8.09 per cubic yard: extended price \$98,997.33 for 12,237 cubic yards of material.

**Bid Summary: Wash O'Neil Ranch Pit**

Hunewill Construction

1410 W. Railroad

Winnemucca, Nevada

Bid Price: \$6.25 per cubic yard: extended price \$99,000 for 15,840 cubic yards of material.

Sweeney Construction

P O Box 1431

Winnemucca, Nevada

Bid Price: \$6.52 per cubic yard: extended price \$98,999.68 for 15,184 cubic yards of material.

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A & K Earth Movers  
515 Windmill Drive  
Fallon, Nevada

Bid Price: \$8.58 per cubic yard; extended price \$98,996.04 for 11,538 cubic yards of material.

I recommend the award of the Rock-Crushing bid to Hunewill Construction for \$99,000 with a unit price of \$6.25 per cubic yard for both locations.

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**MEMORANDUM**

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TO: County Commissioners  
FROM: County Administrator  
DATE: January 26, 2015  
SUBJECT: Summary from 2015 Retreat

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I want to thank the Board for your participation and input at the 2015 Humboldt County Commissioner Retreat held at the Fairgrounds in Winnemucca.

The following is a summary of what took place and my take-away from the discussions:

Wayne Carlson, Executive Director of POOL/PACT, presented his seminar on "Positive Governance," which focused on the responsibilities of the Commission and the process that is important to follow in order to successfully run the county operation. The information was well received and should be used as a guide for all participants in County government to follow.

Budget:

- 1) Comptroller Sondra Schmidt and Treasurer Gina Rackley outlined the concerns of current CTX revenues (down 35% YTD). Those revenues combined with expenditures that are up nearly \$1.6 million over last year at this time.  
**Take-away: Request to the Commission to be vigilant about General Fund revenues and expenditures during the upcoming budget discussions.**
- 2) As part of the budget discussions, the underlying question from the Commission was how to balance the goal of solid ending fund balances

with the need to invest in the county infrastructure, from buildings to technology.

**Take-away: Commission must weigh priorities to decide what investments are prudent and can lead to better outcomes for citizens and what things are important but can wait.**

Dispatch:

- 1) Wayne Carlson provided some background information as it pertains to liabilities that the county could be facing with respect to the operation of the facility with or without a department manager. His belief was there was no more exposure with our current process (Sheriff managing) than if we were to hire a full-time manager over Dispatch. He said the most important thing is to have policies in place that are understood and followed consistently. He also confirmed that the most important thing is that the User Group communicates effectively and have a process to establish, amend, and train dispatchers and users on all protocols.
- 2) Sheriff Mike Allen provided an update on the new Users Group that had its first meeting last week. All parties seem to be on board and there is a positive tone amongst the group. Captain Rorex said that they were in the process of updating their Standard Operating Procedures (SOP). He and Sheriff Allen said the ultimate goal is to get the Dispatch certified (This is not required)...
- 3) As part of the Dispatch discussion, the GPS software was discussed that would serve a number of purposes for the county, including updating street data for both the road department and the Dispatch to use for more accurate dispatching of public safety and EMS.
- 4) The need for a Medical Director responsible for Dispatch EMS protocols was also discussed and agreed that it was critical to operations for Risk Management.

**Take-away: (a) Sheriff Allen will continue to work to improve the Dispatch operation through the User Group and an update of the SOP. (b) The County Administrator will contact Jim Parrish and Pat Songer of HGH, Steve West and Eric Silva at the City of Winnemucca and Fire Management (City and Rural) to consider an Oversight Group that will act as a leadership group that can provide guidance to the User Group should a User (that is part of the User Group) become dissatisfied with a specific issue or process that has not been addressed in a timely fashion. (c) The County Administrator will follow-up with Kristi Scheidt (Mapping) and Ben Garrett (Roads) to get updating pricing for the GPS Mapping. (d) County Administrator will follow-up with Louis Mendiola and Pat Songer (HGH) to identify the individual that could serve as the Medical Director and the cost associated with that responsibility, which may include the cost of covering the doctor medical**

**malpractice coverage for this specific responsibility. (e) County Administrator will assemble costs for salaries, benefits and operation of full-time manager at Dispatch to be considered by Commissioners during budget hearings.**

Personnel:

- 1) Commissioners heard testimony from Brenda Willey (County Administrators office) regarding the current regulations and policies regarding sick leave and specifically, if the policy allowed the Commission to require the use of leave or the ability to work remotely.

**Take-away: Many federal regulations and local policies govern this topic regarding exempt employees and their absence from the workplace. Humboldt County has sound sick leave (6.3.1.5), exempt employee (5.5.2.c) and telecommuting policies (2.27) in place. The Commissioners have one employee that they manage, the County Administrator. Jeanne Greene Pool/Pact concurred that the policies we have in place address this issue for all of Humboldt County's exempt employees.**

NACO Legislative Agenda:

- 1) Commissioner French provided an overview of the 2015 NACO legislative agenda, including issues around Sage Grouse listing, Wild Horse and Burros, Waters of the US (EPA mandates without legislation) as well as several other issues.

**Take-away: We will monitor these and all BDR's and bills throughout the legislative session and report back to the Commission during their Bi-Weekly meetings.**

Water Plan:

- 1) Water plans are currently in place in all counties in Nevada, except Humboldt. Counties have put these plans in place for various reasons, including:
  - a. to insure that water resources are available for future economic development plans
  - b. assist in battling Inter Basin transfer efforts
  - c. better understand current usage within the county
  - d. deal with density of septic tanks in specific areas that could create water quality issues and affect zoning efforts
  - e. assist in handling future Conditional Use Permit requirements?
  - f. Provide input to State Water Engineer when considering Water Transfers in County
  - g. Provide process to collect fees if State does approve transfers.

**Take-away: (a) County Administrator will provide overview of other County Water Plans to allow Commissioners to focus on what they want in the Plan. (b) The request was made to check if any previous actions had been taken on water**

**transfers by the Commission and we found that there is a Resolution (#112684-B) that was approved in 1984 restricting Water Transfers in Humboldt County.**

Library:

- 1) Sherie Allen, Library Manager, Ginny Dufurrena and several Library Board members appeared before the Commission to discuss.
- 2) The boards desire to get their CTX revenue returned after it had been re-directed to the Road Department last year
- 3) Their need for numerous upgrades to the library and at least 2 branch libraries, computers
- 4) Guidance on the property and double-wide trailer that was willed to the library.

**Take-away: (a) Commission will take under advisement their concern for CTX revenues that have been diverted to the Road Fund, (b) their building and infrastructure, technology and other needs will need to be discussed during the budget process and will go through the same scrutiny as other departments, (c) the Denio property will be discussed further at the February 2, 2015 meeting to discuss the issues around bringing the property and the building on it up to code for water, electric, etc, as well as insuring the property, and paying off the existing tax bill on the property.**

Road Matters:

- 1) Road Manager Ben Garrett discussed the current sources of revenue to the department saying that Fuel Taxes barely cover his salaries and benefits, thus the need to supplement his budget to actually have the funds to run the department. PILT was discussed and former County Administrator Bill Deist said that as long as there are Western Legislators on the key committees that deal with these appropriations, we are fairly certain to get PILT dollars. If that changes to eastern legislators, we are in trouble. It was also explained that we could take CTX away from many funds to "fully" fund the Road Department, however, that would then require that we transfer funds to many accounts instead of one or two to insure they have the funds they need.

**Take-away: Keep the current policy in place of transferring funds into Road as needed.**

Fair Market Place (Online Sales Tax Issue):

- 1) This is an ongoing concern for local governments all over the country. The issue is that while there is federal legislation in place to collect taxes of online products and services, they are not necessarily enforced. There is currently a strong push at both the state and federal level to enforce this and the hope is a breakthrough will be reached to improve this collection process.

**Take-away: Nothing to be done at the local level as efforts are underway to improve this collection process through legislation.**

## Codification:

- 1) Commissioner Brissenden wanted to understand what the current status and process of codification is? DA Mike MacDonald explained that the ordinances are sent off to a company to be processed (the county decided to change the company they were working with, which delayed this process), he has received the review back from the Codification Company (Sterling Codifiers) and as soon as he can release resources within his department to complete their review, they will be sent back to Sterling for completion. No timeframe was discussed.

**Take-away: Mr. MacDonald is working on the process and will provide an update at some point in the future as the DA's busy schedule allows**

As we begin the budgeting process for the fiscal year 2015-16, I am asking the Board to consider the issues that were discussed during the Retreat (listed above) and provide a clear direction from both a general sense and a budget statement for this office as to the priorities as you see them. The key issues seem to be:

- CSI Implementation
- Dispatch Direction
  - o Sheriff's Office to continue day-to-day operations (will need approval)
  - o Purchase of GPS Mapping Software (to enhance Dispatching and Road Department capabilities)
  - o Medical Director follow-up
  - o Users Group and Oversight Committee directive
  - o Continue assembling costs for new department head that would preside over Dispatch/Communications and IT?
- Water Plan
  - o What specifically do you want the Administrators office to pursue? (i.e. General elements of a plan? Costs for Plans depending upon detail?)
- Building Maintenance
  - o Specific upgrades or maintenance that the Commission wants in final in Maintenance budget?
- Technology Upgrades
  - o IT Department management and short/long-term goals? As part of the IT budget I would like to tackle the immediate issues of server upgrades and personnel as we are completely dependent upon JD right now and while we are in the process of hiring one Tech position, there will still be the need to fill another. In addition, I am in the process of working with Jeff

Johnson to build a 5-year plan to upgrade all of our systems in a systematic approach.

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