# BOARD OF EUREKA COUNTY COMMISSIONERS

September 2, 2025 MEETING MINUTES

STATE OF NEVADA )
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COUNTY OF EUREKA )

## CALL TO ORDER

1. Approval of the agenda notice with addition of any emergency item and/or deletion of any item. *Unless otherwise stated, items may be taken out of the order presented on the agenda, in the direction of the Chair.* **(For Possible Action)**
2. Pledge of Allegiance.

The Board of Eureka County Commissioners met pursuant to law on September 2, 2025. Present were Chairman Rich McKay, Vice Chair Marty Plaskett, Commissioner Mike Schoenwald, District Attorney Ted Beutel and Clerk Recorder Kathy Bowling. The meeting was called to order at 9:32 a.m. The interactive video conferencing system was connected between Crescent Valley and Eureka for the entire meeting.

Commissioner Plaskett motioned to approve the meeting agenda, Commissioner Schoenwald seconded the motion. The motion carried 3-0.

The meeting began with the pledge of allegiance.

## PUBLIC COMMENT

1. Public comment and discussion. *Notice: No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken. Public comments may be limited to three (3) minutes per person. Public comment may be allowed on "Action" items, in addition to the two times specified on the agenda.* **(Discussion)**

Chairman McKay called for public comment in Crescent Valley, hearing none he called for public comment in Eureka. Assessor Michael Mears commented that the DMV is still unavailable and there is no timeline for when the systems will be back up. Eureka audience member Trina Machacek asked if they knew what happened. Assessor Mears responded it was a ransomware attack on the nv.gov domain. Chairman McKay asked the room to take a moment of silence for the tragic loss of a young boy in Diamond Valley over the holiday weekend. Crescent Valley audience member Laura Shivers commented that she had sent in an agenda request, it was not put on the agenda and was curious if the Clerk received it. County Clerk Recorder Kathy Bowling responded that she did not receive it but asked Mrs. Shivers to resend it to her office.

2. Consider items requiring action to be placed on the agenda for the next regular meeting. *Notice: The public is welcome to request agenda items for future meetings during the Public Comment period or may consult with one or more of the Board of Commissioners to request agenda items for future meetings.* **(Discussion)**

None considered.

**COUNTY COMPTROLLER** – Kim Todd, Comptroller

1. Payment of expenditures. *Notice: Expenditures received after action has been taken under this Comptroller section may be presented and acted upon throughout the day.* **(For Possible Action)**

The Board, along with Comptroller Kim Todd reviewed the expenditures.

Commissioner Schoenwald motioned to approve expenditures of $3,585,956.44 with a passthrough of $729.24 to Room Tax. Commissioner Plaskett seconded the motion. The motion carried 3-0.

2. Review Fund Balance Report. **(Discussion)**

The Board reviewed the current fund balance report.

**COMMISSIONERS**

1. Discuss, approve or deny the purchase of Ironclad contract management software, in the annual amount of $41,000.00 (with a one-time service fee of $17,500.00; a total of $58,500 for the first year) for 20 users and to allow the Clerk to sign outside of the meeting. Note: *This agreement would be for a 36-month term.* **(For Possible Action)**

County Clerk Recorder Kathy Bowling and CIO Misty Rowley presented to the board a contract management software that can be used across the county. The Ironclad system will store contracts, track start and end dates, warn you before a contract expires. The quote is for 20 users, it would be installed in all offices, and everyone could view a contract at any time. Discussion ensued and the Board asked other department heads if their offices would find value in the software, Public Works the District Attorney and the Comptroller all responded positively. Discussion ensued over what funds would cover the initial costs until it can be budgeted for next fiscal year.

Commissioner Plaskett motioned to approve the purchase of Ironclad contract management software, in the annual amount of $41,000.00 (with a one-time service fee of $17,500.00; a total of $58,500 for the first year) for 20 users and to allow departments to work out the funds outside of the meeting. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

2. Discuss, approve or deny (as written or with modifications) a resolution authorizing the lease of real property consisting of Assessor's Parcel No. 001-221-14 containing approximately 83,181 square feet to the Boys and Girls Club of Truckee Meadows to be developed as The Boys and Girls Club of Eureka County. **(For Possible Action)**

The board approved items #2 through #4 at the same time.

Commissioner Plaskett motioned to approve a resolution authorizing the lease of real property consisting of Assessor's Parcel No. 001-221-14 containing approximately 83,181 square feet to the Boys and Girls Club of Truckee Meadows to be developed as The Boys and Girls Club of Eureka County, the right of entry to allow development activities to begin to build the Boys and Girls Club, and the Lease Agreement between the Boys and Girls Club of Truckee Meadows and allow Chairman McKay to sign outside of the meeting. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

3. Discuss, approve or deny a right of entry to allow development activities to begin to build the Boys and Girls Club. **(For Possible Action)**

Item approved with item #2.

4. Discuss, approve or deny the Lease Agreement between the Boys and Girls Club of Truckee Meadows and allow Chair Rich McKay to sign outside of the meeting. **(For Possible Action)**

Item approved with item #2.

5. Discuss, approve, or deny providing monetary assistance to the Tri,-County Victim Witness Services Program in an amount not to exceed $5,800.00 for fiscal year 2025. *Funds are to be monitored in tandem by the Eureka County District Attorney's Office and Eureka County Sheriff's Office.* **(For Possible Action)**

The Tri-County Victim Witness Services Program assists victims connecting them to services, they recently had a representative meet with a victim of domestic violence in Crescent Valley. The representative not only assisted with preparing the victim for court but also provided phone numbers for further help.

Commissioner Plaskett motioned to approve providing monetary assistance to the Tri,-County Victim Witness Services Program in an amount not to exceed $5,800.00 for fiscal year 2025. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

**DISTRICT ATTORNEY-** Ted Beutel, District Attorney

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| 1. Discuss, approve or deny a one-time credit card increase for the month of September for Deputy District Attorney Holli Else of $1,000.00 ($1,500.00 total) to pay for hotel fees for the 2025 Prosecutors Conference held at Harrah's Lake Tahoe on September 10-12, 2025, and registration fees and hotel fees for the 2025 Nevada Government Civil Attorneys' Conference held at Bally's Lake Tahoe on October 1-3, 2025. **(For Possible Action)** |

District Attorney Beutel explained to the board he would like to send Deputy District Attorney Holli Else to the Prosecutors Conference and the Nevada Government Civil Attorneys' Conference held by the Nevada Attorney Generals office. They will cover changes to the criminal laws and changes to statutes. Deputy District Attorney Else will have the opportunity to make connections and get a better sense of what the job involves.

Commissioner Plaskett motioned to approve a one-time credit card increase for the month of September for Deputy District Attorney Holli Else of $1,000.00 ($1,500.00 total) to pay for hotel fees for the 2025 Prosecutors Conference held at Harrah's Lake Tahoe on September 10-12, 2025, and registration fees and hotel fees for the 2025 Nevada Government Civil Attorneys' Conference held at Bally's Lake Tahoe on October 1-3, 2025. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

**HEALTH INSURANCE ADVISORY COMMITTEE (HIAC)-** Jayme Halpin, Member

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| 1. Review recommendations from the Health Insurance Advisory Committee relating to insurance plans and premiums for benefited employees and retirees for Calendar Year 2026. **(Discussion)** |

Health Insurance Advisory Committee member Jayme Halpin reported to the Board a 5% increase on premiums, same coverage, same plans, same provider.

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| 2. Discuss, approve or deny selecting the medical, dental, vision and life insurance plans for Calendar Year 2026, including designation of the sponsored medical plan and authorize signing of all related documents and agreements outside the meeting. **(For Possible Action)** |

The plans will be Point of Service 500, Point of Service 2000, the HD Core 3400, and the sponsor's plan will be Point of Service 500. Dental, vision and life will be Kansas City Life.

Commissioner Plaskett motioned to approve the medical, dental, vision and life insurance plans for Calendar Year 2026, including designation of the sponsored medical plan and authorize signing of all related documents and agreements outside the meeting. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

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| **3.** | Discuss, approve or deny setting the base premium rates and affirming dependent subsidies for Calendar Year 2026 (based on the sponsor plan, Eureka County pays 100% of insurance premiums for benefited employees and 70/30 split of insurance premium for qualifying dependents). **(For Possible Action)** |

The county pays 100% of insurance premium for benefited employees and a 70/30 split of insurance premium for qualified dependents. HIAC member Halpin reported no substantial changes.

Commissioner Plaskett motioned to approve setting the base premium rates and affirming dependent subsidies for Calendar Year 2026. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

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| 4. | Discuss, approve or deny setting retiree health insurance premium subsidy rates for Calendar Year 2026 for Eureka County retirees hired prior to July 1, 2009. **(For Possible Action)** |

Commissioner Plaskett motioned to approve setting the retiree health insurance premium subsidy rates for Calendar Year 2026 for Eureka County retirees hired prior to July 1, 2009. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

Open enrollment will be on Tuesday, October 7th at 2pm in the Crescent Valley Town Hall and Wednesday, October 8th at 9am and 1pm in the Eureka Commission Chambers.

**IT-**Misty Rowley, CIO

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| 1. | Update on IT projects and activities. **(Discussion)** |

CIO Rowley reported to the Board they added the Sheriff's office phones to SMAR, which is the archiving system. They worked on the July newsletter, newspaper articles and social media. Annelle Watts attended the SANS conference and the POOL/PACT cybersecurity conference. They worked with cyber networks to install the new fingerprint server at the Sheriffs office. CIO Rowley held interviews for the casual position and believes she found a good candidate.

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| **2.** | Discuss, approve or deny a permanent credit limit increase, for a $3,500.00 recurring monthly limit, on the County purchasing card issued to Jessica Santoyo to accommodate ordering and purchasing supplies, software and subscriptions for the IT Department. **(For Possible Action)** |

The permanent credit card increase for Jessica Santoyo would accommodate ordering and purchasing supply software and subscriptions.

Commissioner Schoenwald motioned to approve a permanent credit limit increase, for a $3,500.00 recurring monthly limit, on the County purchasing card issued to Jessica Santoyo. Commissioner Plaskett seconded the motion. The motion carried 3-0.

**3.** Discuss, approve or deny authorizing a yearly recurring payment for web application firewall services from Cloudflare in an amount of $2,400 on Jessica Santoyo's Credit Card. **(For Possible Action)**

Cloudflare is software that protects our web application servers and protects against AI crawlers.

Commissioner Plaskett motioned to approve authorizing a yearly recurring payment for web application firewall services from Cloudflare in an amount of $2,400 on Jessica Santoyo's Credit Card. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

4. Discuss, approve or deny renewing the Digital Solutions Agreement with GHD Digital for the annual recurring fee of $13,388.76 for the term September 1, 2025 - August 31, 2026, and authorize the CIO to sign outside of the meeting. This fee covers hosting and licensing of the website, to be paid with monies budgeted for contract services (010-018-53010-058) in the Technology Support budget. **(For Possible Action)**

Digital Solutions Agreement with GHD Digital is a contract we already have for the website, covering the licensing and software.

Commissioner Plaskett motioned to approve renewing the Digital Solutions Agreement with GHD Digital for the annual recurring fee of $13,388.76 for the term September 1, 2025 - August 31, 2026 to be paid with monies budgeted for contract services (010-018-53010-058) in the Technology Support budge and authorize the CIO to sign outside of the meeting. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

5. Discuss, approve or deny Estimate #1451 ECSO - LiveScan Server from Syber Networks for a not to exceed amount of $8,327.93 utilizing funds budgeted for capital outlay (010-018-55010-000) in the Technology Support budget. **(For Possible Action)**

The LiveScan Server from Syber Networks is a server the IT department needed for the itouch Live scan project.

Commissioner Plaskett motioned to approve Estimate #1451 ECSO - LiveScan Server from Syber Networks not to exceed amount of $8,327.93 utilizing funds budgeted for capital outlay (010-018-55010-000) in the Technology Support budget. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

**ROAD DEPARTMENT –** Raymond Hodson, Assistant Public Works Director

| 1. | Report on Road Department projects and activities. (Discussion) |
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Assistant Public Works Director Raymond Hodson reported to the Board the blades have been busy and are still covering roads around the valley, they have started their new training program for an employee to attain their CDL.

**TREASURER-** Pernecia Johnson, Treasurer

| 1. | Review of Treasurer's Report for July 2025. **(Discussion)** |
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The board reviewed the Treasurers report for July 2025.

**JUVENILE PROBATION**- Stephen Zimmerman, JPO

| 1. | Discuss, approve or deny a credit card increase of $1,000.00 for Irma Davila, for the month of September, to purchase the hotel registration for Melissa Schweble to attend Girls Circle Facilitator training in Oakland, CA on September 10-13, 2025. **(For Possible Action)** |
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Melissa Schweble has helped with the Girls Circle program and Juvenile Probation would like her to become the Facilitator, sending her to a training will get her certified.

Commissioner Plaskett motioned to approve a credit card increase of $1,000.00 for Irma Davila, for the month of September, to purchase the hotel registration for Melissa Schweble to attend Girls Circle Facilitator training in Oakland, CA on September 10-13, 2025. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

| 2. | Discuss, approve or deny out of state travel for Melissa Schweble to attend Girls Circle Facilitator training in Oakland, CA on September 10-13, 2025. **(For Possible Action)** |
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Commissioner Schoenwald motioned to approve out of state travel for Melissa Schweble to attend Girls Circle Facilitator training in Oakland, CA on September 10-13, 2025. Commissioner Plaskett seconded the motion. The motion carried 3-0.

**PUBLIC WORKS–** Jeb Rowley, Public Works Director

| 1. | Report on Public Works and County managed facilities projects and activities. **(Discussion)** |
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Public Works Director Jeb Rowley reported the buildings and grounds crew did some updates to the Diamond Valley fire station. Many buildings have been getting HVAC work done in both the north and the south. They trimmed 13 trees down Spring Street.

| 2. | Discuss, approve or deny ratifying a 3/4-inch residential water meter and service application to serve APN 002-052-24 in the Town of Crescent Valley. **(For Possible Action)** |
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Commissioner Schoenwald motioned to approve ratifying a 3/4-inch residential water meter and service application to serve APN 002-052-24 in the Town of Crescent Valley. Commissioner Plaskett seconded the motion. The motion carried 3-0.

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| 3. Discuss, approve or deny a capital outlay purchase for one (1) new 2025 Chevrolet Tahoe Sport Utility Vehicle 4x4, four door 5-6 Passenger, not to exceed amount of $70,224.25, utilizing capital outlay funds budgeted for the county carpool (042-140-55010-091) in the Capital Projects Fund *Note: If approved, the purchase will be made under the State of Nevada Fleet Vehicle Purchasing Agreement #99SWC-S1495.* **(For Possible Action)** |

The new 2025 Chevrolet Tahoe will replace the 2012 Acadia that Public Works in retiring out of the motor pool.

Commissioner Plaskett motioned to approve a capital outlay purchase for one (1) new 2025 Chevrolet Tahoe Sport Utility Vehicle 4x4, four door 5-6 Passenger, not to exceed amount of $70,224.25, utilizing capital outlay funds budgeted for the county carpool (042-140-55010-091) in the Capital Projects Fund. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

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| **4.** Discuss, approve or deny authorizing Public Works to engage a qualified general appraiser, selected from the appraisers identified by Resolution of the Board (adopted December 5, 2023), to conduct an appraisal on the property (a portion of APN 001-221-14) located in the Eureka Canyon Subdivision and designated as the site for the Eureka Boys & Girls Club. **(For Possible Action)** |

Commissioner Plaskett motioned to approve authorizing Public Works to engage a qualified general appraiser, selected from the appraisers identified by Resolution of the Board (adopted December 5, 2023), to conduct an appraisal on the property (a portion of APN 001-221-14) located in the Eureka Canyon Subdivision and designated as the site for the Eureka Boys & Girls Club. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

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| 5. Discuss, approve or deny authorizing Public Works to advertise a request for bids to secure an independent contractor to provide window upgrades/replacements, including installation, for the Eureka County Courthouse. **(For Possible Action)** |

The bids would be received and opened at the October 7th Commission meeting at 11am.

Commissioner Schoenwald motioned to approve authorizing Public Works to advertise a request for bids to secure an independent contractor to provide window upgrades/replacements, including installation, for the Eureka County Courthouse. Commissioner Plaskett seconded the motion. The motion carried 3-0.

**NATURAL RESOURCES** – Jake Tibbitts, Natural Resources Manager

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| **1.** Report on current and emerging natural resource issues affecting Eureka County. **(Discussion)** |

Natural Resources Manager Jake Tibbitts reported to the Board NRAC met on August 20th and over the next agendas he will be bringing forward items. The BLM has decided to offer a 30-day comment period starting the 3rd for significant changes under the Greater Sage Grouse Plans. September 9th the Nevada Division of Water Resources will host a workshop. Wednesday the 10th the Fallon Range Training Complex will hold its meeting; Manger Tibbitts will attend. Nevada

Gold Mines is partnering with Trout Unlimited on the Maggie Creek Watershed Restoration effort they will meet on the 11th. Friday the 12th the Humbolt River Basin Water Authority will meet, and Orla mining will be attending to discuss their water rights protest.

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| **2.** | Discuss and consider response on Draft EA for Callaghan Complex Wild Horse Gather. **(For Possible Action)** |

NRAC recommends the Board approve the letter as is, the Callaghan Complex Wild Horse Gather, while it is not in Eureka County, it borders it and impacts Eurekas resources.

Commissioner Plaskett motioned to approve a response on the Draft EA for Callaghan Complex Wild Horse Gather. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

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| **3.** | Update on and consider actions to move forward with updates to County Water Resources Master Plan. **(For Possible Action)** |

The current County Water Resources Master Plan has not been changed since 2016, legislature has moved to implement water plan requirements every 10 years. Dale Bugenig has been working on a master plan involving mining companies and the BLM's use of our management plan recommendations. Numbers have changed and NRS statues have changed, Manager Tibbitts is suggesting moving forward with the necessary updates.

Commissioner Schoenwald motioned to approve actions to move forward with updates to County Water Resources Master Plan. Commissioner Plaskett seconded the motion. The motion carried 3-0.

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| **4.** | Discuss needs and consider options for a contract consulting hydrogeologist after the retirement of current contract hydrogeologist, Dale Bugenig, on September 30, 2025. **(For Possible Action)** |

Manager Tibbitts will work with District Attorney Beutel to create a request for bids to fill the consulting hydrogeologist contract after the retirement of Dale Bugenig on September 30, 2025.

Commissioner Schoenwald motioned to approve Manager Tibbits to begin options for a contract consulting hydrogeologist after the retirement of current contract hydrogeologist, Dale Bugenig, on September 30, 2025. Commissioner Plaskett seconded the motion. The motion carried 3-0.

## CORRESPONDENCE

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| **1.** | Review correspondence. **(Discussion)** |

County Clerk Recorder Kathy Bowling read the meetings correspondence, the CVTAB September 3rd agenda, NACO letter and presentation from the August 19th meeting, and Office of the Governor Network Security Incident memo.

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| **2.** | Commissioner reports on pertinent correspondence or other matters. **(Discussion)** |

Commissioner Schoenwald commented he would like to bring the October 7th Commission meeting to Crescent Valley.

## PUBLIC COMMENT

**1.** Public comment and discussion. *Notice: No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken. Public comment may be limited to three (3) minutes per person. Public comment may be allowed on "Action" items, in addition to the two times specified on the agenda.* **(Discussion)**

Chairman McKay called for public comment in Crescent Valley, Lisa Wolf asked Public Works Director Rowley when the funding for the airport project would be released. Director Rowley responded that the grant has been rewarded. Chairman McKay called for public comment in Eureka, hearing none he proceeded to the next item.

**2.** Consider items requiring action to be placed on the agenda for the next regular meeting. *Notice: The public is welcome to request agenda items for future meetings during the Public Comment period or may consult with one or more of the Board of Commissioners to request agenda items for future meetings.* **(Discussion)**

None considered.

## ADJOURNMENT

**1.** Adjournment of meeting.

Commissioner Plaskett motioned to adjourn the meeting; Commissioner Schoenwald seconded the motion. The motion carried 3-0.

**Meeting adjourned at 11:03 a.m.**

*Prepared and submitted by Deputy Clerk Recorder, Katelyn Ziemann.*
*Approved this 16th day of September 2025 by the Board of Eureka County Commissioners.*

Rich McKay
Chairman, Rich McKay

ATTEST: Kathy Bowling
County Clerk Recorder, Kathy Bowling