

BOARD OF EUREKA COUNTY COMMISSIONERS

DECEMBER 2, 2025 MEETING MINUTES

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 December 2, 2025. Present were Chairman Rich McKay and Commissioner Mike Schoenwald. Attending via Webex were Vice Chair Marty Plaskett, District Attorney Ted Beutel and Clerk Recorder Kathy Bowling. The meeting was called to order at 9:30 a.m. The interactive video conferencing system was connected between Crescent Valley and Eureka for the entire meeting.

Commissioner Schoenwald motioned to approve the agenda, Commissioner Plaskett 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 both Crescent Valley and 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.

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 Assistant DeeAnna Colby reviewed expenditures.

Commissioner Schoenwald motioned to approve expenditures in the amount of \$1,025,051.49, 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 confirming the retention of Marquis Aurbach Chtd. to represent Eureka County in Case Number CV 2511-267 - Jesse Watts vs. Eureka County. **(For Possible Action)**

The county received a 9-page legal complaint from former Sheriff Jesse Watts and in response the County will acquire counsel from Marquis Aurbach Chtd to represent.

Commissioner Plaskett motioned to approve the retention of Marquis Aurbach Chtd. to represent Eureka County in Case Number CV 2511-267 - Jesse Watts vs. Eureka County. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

2. Discuss, approve or deny the 2026 Board of County Commissioners agenda items and posting calendar. **(For Possible Action)**

Commissioner Plaskett motioned to approve the 2026 Board of County Commissioners agenda items and posting calendar. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

3. Review and consider proposing a draft ordinance containing recommended changes to Eureka County Code, Title 3, Internal Control Policy, Chapter 20, Purchasing Procedures, Section .100, to amend purchasing policies related to monetary thresholds to align with those identified in Nevada Revised Statutes. *Note: Title of the proposed ordinance shall be THE DECEMBER 2025 PURCHASING PROCEDURES ORDINANCE. (For Possible Action)*

The proposed changes will adjust the contract purchasing from \$50,000 to \$100,000 to match the work that is done in the area. Changing the amount will help streamline the competitive bid process

without being tied up with sealed bids and 14-day advertisements. The state threshold is set at \$100,000, changing the Counties Purchasing Procedures would align it with the states.

Commissioner Schoenwald motioned to approve proposing a draft ordinance containing recommended changes to Eureka County Code, Title 3, Internal Control Policy, Chapter 20, Purchasing Procedures, Section .100. Commissioner Plaskett seconded the motion. The motion carried 3-0.

4. Determine date and time to conduct a public hearing to consider adoption of THE DECEMBER 2025 PURCHASING PROCEDURES ORDINANCE. *Note: The recommended date and time for the public hearing is 11:00 a.m. on December 16th, to accommodate the required publication period. (For Possible Action)*

Commissioner Schoenwald motioned to approve setting a public hearing for December 16th at 11am during the regularly scheduled Board of County Commissioners to consider adoption of THE DECEMBER 2025 PURCHASING PROCEDURES ORDINANCE. Commissioner Plaskett seconded the motion. The motion carried 3-0.

DISTRICT ATTORNEY-

1. Discuss, approve or deny increasing the one part time position in the District Attorney's Office to a full time position effective January 4, 2026. **(For Possible Action)**

An employee in the District Attorneys office, who is currently working as a part time employee, is requesting to move to a full time position.

Commissioner Schoenwald motioned to approve increasing the one part time position in the District Attorney's Office to a full time position effective January 4, 2026. Commissioner Plaskett seconded the motion. The motion carried 3-0.

2. Discuss, approve or deny, pursuant to NRS 252.050, the Board entering into its minutes an order that the District Attorney Office hours will be Monday-Thursday, 7:00 a.m.-5:30p.m. with lunch between 12:30 p.m.-1 p.m. effective January 4, 2026. This pilot program will be reevaluated January, 2027 to determine if the modification was fiscally neutral or if it resulted in cost savings. **(For Possible Action)**

NRS 252.050 specifically refers to the office hours of the District Attorney and allows the County Commissioners to state the hours of operation. Entering into the County Commission minutes that the District Attorney Office hours will be Monday-Thursday, 7:00 a.m.-5:30p.m. with lunch between 12:30 p.m.-1 p.m. effective January 4, 2026 will help to follow NRS 252.050.

Commissioner Plaskett motioned to approve, pursuant to NRS 252.050, the Board entering into its minutes an order that the District Attorney Office hours will be Monday-Thursday, 7:00 a.m.-5:30p.m. with lunch between 12:30 p.m.-1 p.m. effective January 4, 2026

3. Discuss, approve or deny authorizing the District Attorney's Office to spend an amount not to exceed \$5,250.00 for the integration of Prosecutor by Karpel software interface with Sunridge RIMS software. *Note: A previous action item approved by the Board November 18, 2025 covered the cost of Karpel; this action item is for Sunridge RIMS software. (For Possible Action)*

The District Attorney's Office and the Sheriff's Office have been working together to complete the integration of Prosecutor by Karpel software interface with Sunridge RIMS software. The amount of \$5,250.00 will cover the integration of the two software systems.

Commissioner Schoenwald motioned to approve authorizing the District Attorney's Office to spend an amount not to exceed \$5,250.00 for the integration of Prosecutor by Karpel software interface with Sunridge RIMS software. Commissioner Plaskett seconded the motion. The motion carried 3-0.

CHANGING THE HOURS OF OPERATION OF CERTAIN COUNTY OFFICES

1. Discuss, approve or deny Resolution Changing the Hours of Operation of Certain County Offices. **(For Possible Action)**

Public Works Director Jeb Rowley commented that his office will be open during lunch, he has enough staff to stagger their lunches.

Commissioner Schoenwald motioned to approve the Resolution Changing the Hours of Operation of Certain County Offices, with the adjustment to Public Works lunch hour. Commissioner Plaskett seconded the motion. The motion carried 3-0.

RESOLUTION

CHANGING THE HOURS OF OPERATION OF CERTAIN COUNTY OFFICES

WHEREAS, pursuant to NRS 245.040 and NRS 252.050 the Eureka Board of County Commissioners (hereinafter referred to as “the BOCC”), may designate and establish by order entered into the minutes the days and hours during which the offices of the Sheriff, County Recorder and County Auditor, County Clerk, County Assessor and County Treasurer (245.040) and District Attorney (NRS 252.050) must be kept open for the transaction of public business; and

WHEREAS, pursuant to NRS 245.040 and NRS 252.050, the BOCC may deviate from the hours of operation except that no deviation may conflict with the election laws of this State and such a plan must be fiscally neutral or result in cost savings, and

WHEREAS, the BOCC has been presented, on September 16, 2025, by the County Clerk, County Assessor and the Chief Information Officer, a request to appoint a committee to collect data from the County offices to change the hours of operation to a four-day, ten hour a day work week; and

WHEREAS , the BOCC found in favor of appointing such a committee and set a Public Hearing date of November 18, 2025, to be held in the Eureka County Commission Chambers in the County Courthouse at 10 South Main Street, Eureka, NV. at 10:00 a.m.; and

WHEREAS, the Committee collected data of Friday public foot traffic, which showed that across thirty seven Fridays the Courthouse averaged fewer than four total in-person interactions and that more than half of all Fridays saw zero visitors; and

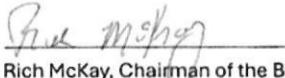
WHEREAS, the Committee also conducted a survey of all full-time County employees, the results of which were presented during the Public Hearing on November 18, 2025, and the data showed a majority preference for a Monday-Thursday, four day week, ten hour a day schedule, and

WHEREAS, the BOCC determined that a twelve-month pilot program, beginning the first pay period in January, (starting on January 4, 2026), would be in the best interest of the citizens and employees of Eureka County, and

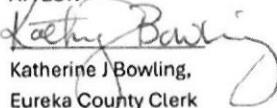
NOW THEREFORE, BE IT RESOLVED, by the Eureka Board of County Commissioners as follows:

- A. The offices of the Eureka County Sheriff, Assessor, Clerk-Recorder, Treasurer and Comptroller (Auditor), District Attorney and Justice Court shall be open for the transaction of public business, Monday through Thursday, from 7:00 a.m. until 5:30 p.m., **closed** for lunch between 12:30 p.m. and 1:00 p.m., and closed on Friday, for a period of one year, commencing on January 4, 2026, where the schedule will be revisited during a January 2027 BOCC meeting to see if the schedule will be permanently implemented.
- B. That the Public Works Department hours of operation for the transaction of public business will also be Monday through Thursday, from 7:00 a.m. until 5:30 p.m., **open** for lunch between 12:30 p.m. and 1:00 p.m., and closed on Friday.
- C. The BOCC agrees that the other County Offices not mentioned in NRS 245.040 or NRS 252.050, could also adopt a 4-10 work week or flex employee hours to remain on a 5-8 work week, or do what best fits their departments and the citizens of Eureka County.

ADOPTED/REJECTED/OR ADOPTED WITH REVISIONS OR AMENDMENTS
(CIRCLE ONE) this 2nd day of December, 2025.


Rich McKay, Chairman of the Board
Eureka County Commissioners

ATTEST:


Katherine J. Bowling,
Eureka County Clerk

SENIOR CENTERS - Linda Gordon, Senior Center Program Director

1. Discuss, approve or deny Senior Center Program Director Linda Gordon sending a letter to Nevada Department of Transportation forgoing the FTA Section 5310, FEY25-26 Funding Application Operating Assistance 50/50 grant. **(For Possible Action)**

Senior Center Program Director Linda Gordon presented to the board sending a letter to Nevada Department of Transportation forgoing the FTA Section 5310, FEY25-26 Funding Application Operating Assistance 50/50 grant. For the County to get full use of the grant they would have to spend \$6,000 a month on maintenance to the senior vans. Director Gordon did not believe they use the vans enough to justify \$6,000 a month when the vans are used a handful of times a month.

Commissioner Schoenwald motioned to approve Senior Center Program Director Linda Gordon sending a letter to Nevada Department of Transportation forgoing the FTA Section 5310, FEY25-26 Funding Application Operating Assistance 50/50 grant. Commissioner Plaskett seconded the motion. The motion carried 3-0.

THE EUREKA SENTINEL- Ben Rowley, Owner/ Publisher

1. Discuss, approve or deny a request for the County to pay \$360.00 a month to the Eureka Sentinel Newspaper for advertising county job postings and events. **(For Possible Action)**

The Eureka Sentinel Owner/Publisher Ben Rowley appeared via Webex to discuss the County paying \$360.00 a month to advertise county job postings and events. The Board discussed different payment options including pay as you go versus an open monthly bill.

Commissioner Schoenwald motioned to approve a 6-month trial period with the Eureka Sentinel Newspaper for advertising county job postings and events for an amount not to exceed \$360.00 a month. Commissioner Plaskett seconded the motion. The motion carried 3-0.

IT-Misty Rowley, CIO

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

CIO Misty Rowley reported the IT department worked on the monthly newsletter, social media and upgrading workstations in the Clerks office. They attended a descaler architecture call and an iron clad architecture call. IT technician Annelle Watts passed her CompTIA network plus certification.

2. Discuss, approve or deny Quote #021422v1 from Quest in the amount of \$49,616.82 to run fiber from the Annex to Tank hill, utilizing funds budgeted for capital outlay (010-018-55010-000) in the Technology Support budget. Authorize the CIO to sign the quote outside of the meeting. (For Possible Action)

Public Works planned a project to run fiber from the Eureka Annex to Tank hill, the Quote #021422v1 from Quest in the amount of \$49,616.82 will be to put a conduit in the road to run the fiber through.

Commissioner Plaskett motioned to approve Quote #021422v1 from Quest in the amount of \$49,616.82 to run fiber from the Annex to Tank hill, utilizing funds budgeted for capital outlay (010-018-55010-000) in the Technology Support budget and authorize CIO Rowley to sign the quote outside of the meeting. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

CRESCENT VALLEY TOWN ADVISORY BOARD- Diana Kersey

1. Discuss, approve or deny accepting the donation of an enclosed trailer from Truckin Water Inc., to be used to store and transport park recreational equipment. (For Possible Action)

Crescent Valley Town Advisory Board Chairman Jeremy Rice presented to the board the option to accept a donation of an enclosed trailer from Truckin Water Inc to be used to store and transport park recreational equipment. Diana Kersey on behalf of Truckin Water Inc provided a declaration of value to the Public Works department.

Commissioner Schoenwald motioned to approve accepting the donation of an enclosed trailer from Truckin Water Inc. Commissioner Plaskett seconded the motion. The motion carried 3-0. Commissioner Plaskett seconded the motion. The motion carried 3-0.

TREASURER- Pernicia Johnson, Treasurer

1. Review of Treasurer's Report for October 2025. (Discussion)

The Board along with Treasurer Pernicia Johnson reviewed the Treasurer report for October 2025.

HUMAN RESOURCES-Cristina Lopez, Human Resources Director

1. Report on Human Resources projects and activities. (Discussion)

Human Resources Director Cristina Lopez reported she attended a meeting for the 4-10 implementation supervisors guide, the safety committee, traveled to Crescent Valley to meet with the senior center and met with Public Works on the Fire volunteer program. Director Lopez created a new Employee Recognition committee and found 3 employees to assist her. December 11th is the County Christmas Celebration. Director Lopez will train department heads on NeoGov for the recruitment process.

SHERIFF- Miles Umina, Sheriff

1. Report on Sheriff's Office projects and activities. (Discussion)

Sheriff Umina reported that on November 20th the fingerprint machine was installed, he discussed car break ins reported at the parking lot on I-80 and Highway 306. Deputy Flemming will leave for POST in January for his CAT 1 training.

2. Discuss, approve or deny ratifying the increase of \$2,000 to Sheriff Umina's credit card for the month of November for the USCCA CCW Instructor class. (For Possible Action)

4 Sheriff Deputies went through the USCCA CCW instructor class and can now offer CCW classes in Eureka County, the deputies county credit cards did not cover the costs, the increase to Sheriff Umina's card covered them.

Commissioner Schoenwald motioned to approve ratifying the increase of \$2,000 to Sheriff Umina's credit card for the month of November for the USCCA CCW Instructor class. Commissioner Plaskett seconded the motion. The motion carried 3-0.

ROAD DEPARTMENT – Scooter Mentaberry, Road Supervisor

1. Report on Road Department projects and activities. (Discussion)

Road Supervisor Scooter Mentaberry reported they took advantage of the nice weather and continued grading roads around the county and mended cattle guards. They installed 25-mile an hour speed limit signs on Frontier and El Centro.

PUBLIC WORKS– Jeb Rowley, Public Works Director

1. Report on Public Works projects and activities. (Discussion)

Public Works Director Jeb Rowley reported the building and grounds crew replaced and fixed leaking water meters in Crescent Valley, they installed the hot food table at the Crescent Valley Community Center.

2. Discuss, approve or deny procuring a replacement vehicle for the County Assessor; specifically, purchase of one (1) new 1/2-ton, full size, crew cab, short bed pickup truck from Champion Chevrolet utilizing State Purchasing Bid #99SWC-S3138 for a not to exceed amount of \$44,616.25 to be paid with monies budgeted for capital outlay (220-271-55010-000) in the Assessor Tech Fund. (For Possible Action)

The Assessors office budgeted for a larger vehicle to accommodate their whole crew when they travel around the county performing land assessments.

Commissioner Plaskett motioned to approve purchasing a new 1/2-ton, full size, crew cab, short bed pickup truck from Champion Chevrolet utilizing State Purchasing Bid #99SWC-S3138 for a not to exceed amount of \$44,616.25 to be paid with monies budgeted for capital outlay (220-271-55010-000) in the Assessor Tech Fund. Commissioner Schoenwald seconded the motion. The motion carried 3-0.

3. Discuss, approve or deny out-of-state travel for two Public Works employees to attend Power Generation Training in Arizona on February 2nd-5th. (For Possible Action)

1 Public Works employee was previously approved to travel to attend the Power Generation Training in December, unfortunately the class filled up before they could get a spot. There is another training in February that 2 employees are both able to attend in Arizona.

Commissioner Schoenwald motioned to approve out-of-state travel for two Public Works employees to attend Power Generation Training in Arizona on February 2nd-5th. Commissioner Plaskett seconded the motion. The motion carried 3-0.

CORRESPONDENCE

1. Review correspondence. (Discussion)

Intergovernmental Executive Committee Fallon Range Training Complex invitation for December 9 at 1pm, Intergovernmental Executive Committee Fallon Range Training Complex Sept 10 meeting minutes, Intergovernmental Executive Committee Fallon Range Training Complex participation request. Notice of Diamond Valley Groundwater management plan meeting Dec 10 at 10am at the Eureka Opera House. Population Estimate files from the State Demographer at the NV Dept of Taxation. Statement from Governor Lombardo on Sine Die. NV Tax commission meeting notice for Dec 3, NACO Nov 21 meeting minutes, Crescent Valley Town Advisory Board Dec 3 Agenda, Christmas Carnival at the Eureka Swimming Pool flier, a message of thanks from the Board of County Commissioners, letter from Trina Machacek at The Eureka County Star.

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

Nothing reported.

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 both Crescent Valley and 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.

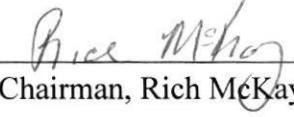
ADJOURNMENT

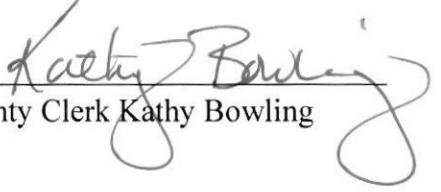
1. Adjournment of meeting.

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

Prepared and submitted by Deputy Clerk Recorder Katelyn Ziemann.

Approve this 6th day of January 2026 by the Eureka County Board of Commissioners.


Chairman, Rich McKay

ATTEST: 
County Clerk Kathy Bowling