

**JANUARY 3, 2017**

The meeting was called to order at 8:30 a.m. by Commissioner Carol Shank. Those present were Robert McDougal and Larry Rackley, Commissioners; Jack Bullock, Deputy District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

**REORGANIZATION OF THE BOARD, SELECTION OF CHAIRMAN AND VICE CHAIRMAN, COMMISSION BOARD APPOINTMENTS:** Mr. McDougal made a motion to appoint Carol Shank Board Chairman. Motion seconded by Mr. Rackley and passed.

Mr. McDougal made a motion to appoint Larry Rackley Vice-Chairman. Motion seconded by Mrs. Shank and passed.

Mr. Rackley made a motion to set the term limits of the Chairman and Vice-Chairman at one year. Motion seconded by Mr. McDougal and passed.

Mr. McDougal made a motion to make the following Board Appointments:

Carol Shank – Hospital Board, Hospital Scholarship Foundation, Museum Board, Safety Committee, POOL/PACT Representative, Library Board Liaison, NACO Board of Directors, Cemetery Board, Debt Management/Bond Commission, Board of Equalization, Community Health Nurse, Public Defender, Cemetery Office, Library, and quarterly alternate for Grass Valley Advisory Board;

Larry Rackley – Regional Streets, Local Emergency Planning Committee (LEPC), 911 Surcharge Committee, Burning Man/Black Rock City LLC, Senior Center Advisory Board, Volunteer Advisory Board Liaison, Airport Board Liaison, TV Board Liaison, Buildings and Grounds, Road Department, Landfill/Solid Waste and Recycling, Law Enforcement, Fire/Ambulance Departments, Senior Center, Airport, and quarterly alternate for Grass Valley Advisory Board;

Robert McDougal – Regional Streets, Humboldt River Water Basin Authority, Central Nevada Regional Water Authority, Community Center/Economic Development, Recreation/Tourism Board, Frontier Community Coalition, Nevada Works, Planning and Building Department, Pershing County Electric Utility, Imlay Water, Community Center, quarterly alternate for Grass Valley Advisory Board, and alternate for Burning Man/Black Rock City LLC.

The motion was seconded by Mr. Rackley and passed.

**APPROVAL OF MINUTES:** There were no minutes submitted for approval.

**PUBLIC INPUT:** There was no public input at this time.

**REVIEW OF ALL AGENDA ITEMS TO DETERMINE IF ANY DO OR DO NOT IMPOSE A DIRECT AND SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS OR DIRECTLY RESTRICT THE FORMATION, OPERATION, OR EXPANSION OF A BUSINESS:** Mr. Rackley made a motion that no agenda items impose a direct and significant economic burden on a business or directly restrict the formation, operation, or expansion of a business. Motion seconded by Mr. McDougal and passed.

**UNCLASSIFIED DEPARTMENTS:**

ROAD DEPARTMENT – Dan Hill, Road Superintendent, was present.

Mr. Hill reported that there was some snow yesterday, so they plowed and put down some salt and sand. There are blades running in various parts of the County, cleaning up after previous storms. The screening plant has been set up at the Girovana Pit.

Mr. Hill stated that he would be working with Mrs. Wesner in regards to selecting a Road Supervisor. He will open it up to the Department and hold interviews.

*Set salary for the Road Department Superintendent, Dan Hill:* The Board had a recommendation from Mrs. Wesner, HR Representative and some salary information from Mrs. Childs. Mrs. Wesner recommended setting the salary at \$70,000 with a review in six months. Mrs. Childs suggested a 10% increase, which would be \$70,719.00.

Mr. Rackley made a motion to set the Road Department Superintendent salary at \$70,719, which is a 10% increase over Mr. Hill's current salary, with a review in six months. Motion seconded by Mr. McDougal and passed.

**BUILDINGS AND GROUNDS** – John Handka was present.

Mr. Handka reported that he had planned to take the tree down this morning, but the weather is preventing that at the moment. The blinds will be installed in the Courthouse this weekend. A new wind sock has been installed at the Airport.

*Approval to purchase carpet for the County Commission meeting room:* Mr. Rackley presented the following quotes to replace the carpet:

Carpet King	\$7,167.00
JE Simas Floors	\$8,253.00
Royal Floors	Quote doesn't meet specifications

Mr. McDougal noted that the previous Commission had allocated \$50,000 in the Capital Improvement Fund to make improvements to this room.

Mr. McDougal made a motion to approve the purchase of carpet for the Commission meeting room from Carpet King in the amount of \$7,167.00, being the most responsive and responsible bid. Motion seconded by Mr. Rackley and passed.

*Approval to purchase technology equipment in the Commission meeting room:* Mr. Rackley had a quote from FCC Communications in the amount of \$10,943.00. He had requested a quote from another company, but they have not submitted anything.

Mr. Rackley made a motion to approve the purchase of technology equipment for the Commission meeting room from FCC Communications in the amount of \$10,943.00. Motion seconded by Mr. McDougal and passed.

*Approval to purchase two refrigerators, one for the Annex Building and one for the Courthouse:* Mrs. Shank asked if a fridge was being replaced at the Annex. Mr. Handka was not sure. It was noted that Mr. Shields requested this item be put on the agenda. Mrs. Shank thought the fridge at the Annex was replaced a few years ago. Mr. Bullock will call Mr. Shields for clarification.

Later in the morning, Mr. Bullock reported that he spoke with Mr. Shields about the replacement of the refrigerators. He was told that the one in the Annex Building needs to be replaced.

Mr. McDougal made a motion to purchase two basic freezer/refrigerator models, one for the Courthouse and one for the Annex. Motion seconded by Mr. Rackley and passed.

**PERSHING COUNTY FIRE/AMBULANCE** –

*LOVELOCK FIRE DEPARTMENT:* Nathan Carmichael, First Assistant Chief, was present.

Mr. Carmichael informed the Board that he is running for Fire Chief and they will be holding their election next Tuesday. Mr. Carmichael also spoke about his concerns with their current number of volunteers and recruitment. Mr. Carmichael does have some ideas to try to remedy some of the issues, but it will take time. He also stated that there will be a new EMS Coordinator appointed after the election.

**PERSHING COUNTY PUBLIC GUARDIAN AND PERSHING COUNTY PUBLIC ADMINISTRATOR:** ESTABLISHMENT OF FUND AND DISTRIBUTION OF FEES AWARDED TO THE PUBLIC GUARDIAN AND APPROVAL OF SEPARATE FUND TO COVER VARIOUS COSTS PRIOR TO THE DISPOSITION OF ASSETS – Mr. Bullock stated that the Public Guardian was awarded \$22,611.45 by the District Court. They are requesting that separate accounts, not funds, be set up with this funding. One of the accounts would be for the Public Administrator to use as needed for

burials, etc. prior to an estate settling. Once the estate is settled, any fees collected could go back into that account. Jeff Kearns, Public Administrator, stated that, as a general rule, those expenses do get reimbursed, but there are times when there is no money in the estate.

Mrs. Childs stated that the Public Administrator already has a line item under General Government, but it is just used for Mr. Kearns' salary. Mrs. Childs doesn't think it would be a problem using it for other expenses.

Mr. McDougal made a motion to approve the distribution of funds awarded to the Public Guardian in the amount of \$22,611.45, staying in the Public Guardian's account, but being used by the Public Administrator as necessary. Motion seconded by Mr. Rackley and passed.

**ELECTED DEPARTMENTS:**

**LACEY DONALDSON, CLERK-TREASURER** – Mrs. Donaldson did not have anything to report.

*Approval of corrections/changes to the Tax Roll:* No corrections or changes were submitted.

*Approval of Credit Card for Road Department Superintendent Dan Hill:* Mr. Rackley made a motion to approve the issuance of a County Credit Card for Dan Hill, Road Department Superintendent. Motion seconded by Mr. McDougal and passed.

Mr. Bullock announced that Agenda Item #8, the Public Hearing to establish a Conservation and Development Advisory Committee, is cancelled. The Pershing County Economic Development and Conservation Act did not get approved during the Legislative Session. When it is readdressed, this will be brought back before the Board.

**PROCLAMATIONS AND AWARDS:** There were no Proclamation or Awards considered.

**BOARD APPOINTMENTS: PERSHING GENERAL HOSPITAL BOARD OF TRUSTEES** – Mrs. Donaldson stated that no letters were received so she will be re-advertising.

**SENIOR CENTER ADVISORY BOARD RESIGNATION** – A letter was received from John Shank resigning from the Senior Center Advisory Board effective January 1, 2017.

Mr. Rackley made a motion to accept John Shank's resignation from the Senior Center Advisory Board. Motion seconded by Mr. McDougal and passed.

There were letters received for the Cemetery Board and the Museum Board, but they are not on the agenda today.

**PLANNING DEPARTMENT:** James Evans was present.

Mr. Evans gave the Board the monthly permits issued and fees collected report, which also included a summary for the year. There is a Planning Commission meeting tomorrow night to consider a Special Use Permit.

**IMLAY WATER SYSTEM:** James Evans was present and had nothing to report.

**BUILDING DEPARTMENT:** James Evans was present.

Mr. Evans stated that things are slower this time of year, but they did issue five permits.

**CORRESPONDENCE:** There was no correspondence to consider.

**TIM HOLLAND, BENEFITS CONSULTANT, LP INSURANCE SERVICES, INC.:** PRESENTATION OF INSURANCE CAPABILITIES FOR PERSHING COUNTY – Mr. Holland introduced Kevin Monaghan and Tina Perchetti and gave an overview of the company. LP Insurance is one of the largest brokerage firms in Nevada and is headquartered in Reno.

Mr. Monaghan outlined the services provided by LP in regards to employee health insurance benefits. Ms. Perchetti spoke about their property loss control services. She also spoke about the services offered through POOL/PACT that they try to compliment. It was noted that they provide the employee safety training in Lander County.

**KENT MOWRY, A & H INSURANCE COMPANY:** PRESENTATION OF PROPERTY CASUALTY INSURANCE, BROKER SERVICES AND EMPLOYEE BENEFITS BROKER SERVICES CAPABILITES FOR PERSHING COUNTY – Mr. Mowry introduced Scott Rottman, Maryann Denta, Jeff Shaffer, Tracy Neeley and Nanette Chalupa.

Mr. Mowry gave an overview of their company. A & H has offices in Reno and Winnemucca. They also provide safety training as well as worker's compensation seminars.

Ms. Neeley spoke about employee benefits. Ms. Neeley stated that she takes health insurance and employee benefits extremely personally. She believes your broker should be your partner. Ms. Chalupa shared a packet of information on the County's current benefits. She spoke about educating the employees. They will meet with every member and also do new hire orientation.

**REPORT FROM ADMINISTRATIVE ASSISTANT:** Mrs. Wesner did not have anything to report.

**APPROVAL TO PURCHASE CELL PHONES/LAPTOPS FOR COUNTY COMMISSIONERS** – Mr. McDougal did some research, but will put something together for review. Mrs. Shank asked if Mr. McDougal would work with Mrs. Childs in regards to what is available through Verizon. Mr. McDougal stated that he would. This will be put on a future agenda.

**APPROVAL OF OUT OF STATE TRAVEL FOR A REPRESENTATIVE TO ATTEND THE 2017 NACo (NATIONAL ASSOCIATION OF COUNTY OFFICIALS) LEGISLATIVE CONFERENCE IN WASHINGTON, D.C. FEBRUARY 24 – MARCH 1, 2017** – Mr. McDougal would like to attend the conference.

Mr. Rackley made a motion to approve the out of state travel for Mr. McDougal to attend the 2017 NACo Legislative Conference in Washington, D.C. February 24<sup>th</sup> through March 1<sup>st</sup>, with the County paying for the registration and lodging. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 10:15 a.m. and reconvened at 10:21 a.m.

**JERRY ALLEN, SHERIFF:** Sheriff Allen pulled some stats for the Board. For the year ending December 31, 2016, the Sheriff's Department recorded 17,338 incidents. Mr. Rackley asked what the numbers look like without Burning Man included. Sheriff Allen stated that he would have to try to segregate those numbers.

Sheriff Allen stated that he received the information from Mrs. Wesner regarding statutory requirements and asked if he needs to be submitting any reports differently. Mrs. Shank stated that the Board would have to look over the information as well.

The new deputy just started her second week and is doing well. Sheriff Allen stated that she will have five or six more weeks of training before she can work on her own. She will be sent to POST (Peace Officers Standards Training) sometime next year. Sheriff Allen stated that he has a meeting with the other person that was offered a position today. If all goes well, they will be at full staff.

Sheriff Allen stated that the generator is in need of its 100 hour service. He received a quote of \$1,365.99 to perform the maintenance, which has not been budgeted for. An item will be on the next agenda for possible approval.

**REVIEW OF LEGISLATIVE BDR'S FOR 2017:** Mrs. Wesner gave the Board a list of the current BDR's. It was noted that Mrs. Wesner is the person assigned for Pershing County to submit any Fiscal Notes that may be required. She forwards the BDR's to the departments that may be affected for information as necessary.

**DISCUSSION REGARDING THE STATUS OF THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT:** There was no discussion on this agenda item.

**PUBLIC HEARING: JOANNE MAE RICHARDSON HEARING REGARDING ORDER REVOKING KENNEL LICENSE PER PERSHING COUNTY CODE, CHAPTER 6.08.070 –** This item will be rescheduled at a later date.

**SETTING FUTURE WORKSHOP DATES AND TOPICS:** Mrs. Shank stated that there are number of items that need to be worked on, including the law enforcement center and the fire departments. The Board scheduled a Regional Transportation Commission meeting for January 18, 2017 at 8:00 a.m. They will have a jail inspection on February 1, 2017 at 7:15 a.m. A workshop was scheduled on January 19, 2017 at 8:30 a.m.

Mr. McDougal mentioned a BDR that is being submitted by White Pine County requesting that the State provide funding for a new Courthouse. Mr. Bullock stated that he, or the District Attorney's office, will do some research regarding the basis for their request.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** There were no reports given.

**VOUCHERS:** Mr. McDougal made a motion to approve the vouchers as submitted. Motion seconded by Mr. Rackley and passed.

**PUBLIC INPUT:** Mr. Mowry from A & H Insurance stated that the POOL/PACT applications are due in February, so the Board will have to make a decision soon.

As there was nothing further to come before the Board, the meeting adjourned at 11:14 a.m.

Approved 2/1/17: \_\_\_\_\_ /s/  
Carol Shank, Chairwoman

Attest: \_\_\_\_\_ /s/  
Lacey Donaldson, Clerk