

## MARCH 2, 2016

The meeting was called to order at 8:30 a.m. by Darin Bloyed, Chairman. Those present were Pat Irwin and Carol Shank, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

**APPROVAL OF MINUTES:** Mr. Irwin wanted to clarify that the blasting discussed under the Landfill Department would be for a different area. He also stated that in the motion regarding the AFG grant, they had also requested a final copy of the grant. Lastly, on page 5, it should read “Firefighter’s Ball”.

Mrs. Shank made a motion to approve the January 20, 2016 regular meeting minutes as corrected. Motion seconded by Mr. Irwin and passed.

**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. Irwin 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 Mrs. Shank and passed.

**YEARS OF SERVICE CERTIFICATES / PIN AWARDS:** Years of Service Certificates and pins were presented as follows:

Rodney Wilcox with 30 years;  
Chad Chambers with 10 years;  
Daniel Hill with 20 years;  
Rocio Olivas with 15 years;  
James Evans with 10 years; and  
Lauri Cerini-Jones with 10 years.

### **UNCLASSIFIED DEPARTMENTS:**

**ROAD DEPARTMENT** – Brian Greene was present.

Mr. Greene reported on the sewer issue at the Imlay Road Shop. Originally, the two houses and the shop all ran into one septic tank. At some point, the houses were put on individual tanks. In order to replace the line for the shop it would have required 500 feet of pipe and a lot of work as the location of the utilities wasn’t properly documented. Mr. Greene spoke with Mrs. Childs and decided to put in a new septic tank closer to the shop.

Mr. Greene also reported that the crews finished blading Jersey Valley and Halfway House. They are doing some maintenance on the blades now. The screening plant has also been torn down and will be moved to a new pit by Limbo. Soy bean oil was put down on Big Meadow and North Meridian. Old Emigrant is falling apart due to the weather, so they are going to clean up the shoulders and try to install some French drains. The crew also took some k-rail out to Tungsten Bridge as a truck wiped out all the guard rail.

*Discussion regarding why the Road Department budget is paying for the heating, water and electric bill for the county rental houses located at the Imlay Road Shop:* Mr. Greene stated that when they were working on the sewer line they noticed that there is only one meter for the water. When speaking with the Recorder-Auditor’s office, there is a monthly bill for the water that the Road

Department pays. They are also paying for the electricity and the heating oil. The Board will look into this and felt individual meters need to be put in.

LANDFILL – Brian Greene was present.

Mr. Greene stated they are preparing for their annual inspection. The crew also cleaned up the transfer sites.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney stated that they received the final report on the State's audit and there were no findings. She also informed the Board that the Center received a large donation in the amount of \$11,000 from the estate of one of the seniors. She is considering applying for another vehicle through NDOT (Nevada Department of Transportation) and using this money as a match.

Mrs. McKinney also reported that the annual bird house raffle will be held on May 7<sup>th</sup>. Breakfast this month will be on March 25<sup>th</sup>. The next Advisory Board meeting is Tuesday, March 8<sup>th</sup> at 7:30 a.m. The Volunteer Board will also meet on Tuesday at 5:05 p.m.

**PUBLIC INPUT:** Lauri Quilici, C Punch Casino Manager, spoke regarding the closing of C Punch. Mrs. Quilici stated that the employees are looking for any help to keep their jobs and don't know where to turn.

Mr. Bloyed stated that the closing of the facility was a management decision. This decision hurts the entire community. An increase in taxes seems to be the reason given, but the yearly taxes have decreased consistently since 2010. Mr. Bloyed also stated that the taxes were appealed in the proper manner and there is nothing further the Commission can do.

Ronald Cameron Kiel, another employee of C Punch, stated that there are several petitions being circulated to keep C Punch open. Those petitions were given to Mrs. Donaldson.

Mr. Irwin stated that he feels for the employees. He also stated that the management of C Punch has never come before this Board, except when asking for support in regards to an Interstate off ramp. Mr. Irwin also spoke about the County Board of Equalization and the tax relief that has been given. He stated that he would make some phone calls and reach out the best he can.

Kim Egbert also spoke about the off ramp. She questioned whether there are new businesses interested in Pershing County. She also doesn't understand the pull to bring tourists to town when there is nothing for them to do.

Mr. Bloyed stated that there are several tour busses that go through and we would like them to stop and end up in our local businesses. Mrs. Shank stated that we also need to build up our local events like Lover's Aloft and Frontier Days so people will come.

#### **UNCLASSIFIED DEPARTMENTS, CONT.D:**

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have been doing some spring maintenance. He had D & D come in and work on a construction plan for the Justice Court bathroom. The crew has been busy finishing up projects at the Airport. Mr. Handka stated that the last item needing to be done out there is the roof on the terminal building. He has received a quote and would like to go out to formal bid. The quote is from Alpine Roofing Co., Inc. in the amount of \$15,852.00. There is some wiring and antennas on the roof that they need to determine if they can be removed. The Board stated that this project needs to go before the Capitol Improvement Board before the Commission can approve moving forward.

*Derby Field Caretaker Home Rental Contract:* Mr. Shields stated that he asked Myron McKinney to be present. Mr. Shields stated that he has drafted a contract, but needs some direction from the Board in regards to the rental amount and utilities. It was noted that the previous tenant paid \$150 per month, plus utilities. Mr. Bloyed feels that with the amount of work that has been done to the

trailer, \$150 is too low. Mr. Shields will work with Mr. Handka and Mr. McKinney and bring it back before the Board later today.

Later in the morning Mr. Shields stated that Mr. McKinney would like to speak with his wife further before signing the agreement. The agreement was drafted with the monthly rent being \$400 and the tenant being responsible for all utilities.

At the end of the meeting the agreement was discussed again. Mr. McKinney does not have any issues with the agreement. The monthly rent will be \$400, the tenant will be responsible for all utilities, and will also take care of up-keep and cleaning of the pilot's lounge. It was noted that the utilities will be transferred into the tenant's name.

Mr. Irwin made a motion to approve the rental agreement for the Derby Field Caretaker home with Myron McKinney as presented. Motion seconded by Mrs. Shank and passed.

*Lovelock Fraternal Order of Eagles, Request to use McDougal Sports Complex for annual Easter Egg Hunt on March 27, 2016:* Mr. Irwin made a motion to approve the request of the Lovelock Fraternal Order of Eagles to use the McDougal Sports Complex for the annual Easter Egg Hunt on March 27, 2016. Motion seconded by Mrs. Shank and passed.

Mr. Handka also spoke about the Courthouse flooring project. He spoke with a contractor who is concerned about the scope of work as it is larger than what is covered by their General Liability Coverage. Mr. Bloyed stated that this couldn't be discussed until the bids are opened.

*COMMUNITY CENTER – Request for approval of a higher hotel room rate while attending the Northwest Community Development Institute (NWCDI) in Boise, ID July 18-22, 2016:* Mr. Irwin made a motion to approve the higher hotel room rate for Heidi Lusby-Angvick's attendance at the Northwest Community Development Institute in Boise, ID July 18-22, 2016. Motion seconded by Mrs. Shank and passed.

#### PERSHING COUNTY FIRE/AMBULANCE DEPARTMENTS –

*Ambulance:* Mr. Irwin spoke about the EMS report. It is almost complete and an item will be placed on the March 16<sup>th</sup> agenda.

*Lovelock Fire Dept.:* Mr. Bloyed stated that representatives from Humboldt General did not attend the Firefighter's Ball so he did not present the Proclamation.

*Approval to submit a FEMA Safer Grant:* Mr. Irwin stated that he wasn't looking for approval of an actual grant application. This is an annual grant he wanted the Board to be aware of. Once they receive the EMS report this may be something they want to look at next year.

#### COOPERATIVE AG EXTENSION – Steve Foster and Dixie McKay were present.

Mrs. McKay stated that she had been asked to scan all the old pictures from the Airport. The originals were kept in the frames and copies were made and placed in an album. Mr. Irwin suggested storing the originals and hanging up copies.

Mr. Foster stated that the annual Pesticide Applicator Training will be held on March 8<sup>th</sup>. Mrs. McKay gave out 25 Radon test kits throughout February. In 4-H news, the Livestock ear-tagging was done last weekend. There will be a judging contest on March 12<sup>th</sup>. The Livestock Show and Sale is May 8<sup>th</sup>.

Mr. Foster also reported that there is an Estate Planning Workshop on March 12<sup>th</sup> in Yerington. There will be a Western Sustainable Ag Research and Education webinar on March 22<sup>nd</sup>. The Big Meadow Conservation District will pass out trees to students on April 27<sup>th</sup> and 28<sup>th</sup>. The Horticultural Grow Your Own interactive video series will start on May 3<sup>rd</sup> and continue every Tuesday and Thursday for four weeks.

Mr. Foster also stated that he is still working with PCEDA (Pershing County Economic Development Authority) on the Business Retention and Expansion report.

**BID AWARDS: PERSHING COUNTY COURTHOUSE FLOOR PROJECT** – Two bids were received as follows:

Nevada Flooring – No bid

Fallon Floors - \$105,626.00

Mrs. Childs stated that the Capital Improvement Committee did not have a chance to meet prior to the Budget Workshops. She would urge the Commission to get through the budget process before making a decision on these items. There was also a concern expressed by the Board regarding Agenda Item #17, which may change this project.

Mr. Shields stated that the bid received from Fallon Floors is not responsive as they included areas that were not included in the specifications.

Mr. Irwin made a motion to not accept the bid received as it is not a responsible or responsive bid. Motion seconded by Mrs. Shank and passed.

**PERSHING COUNTY WINDOW REPLACEMENT PROJECT** – Two bids were received as follows:

Bright Glass - \$188,813.83

DeBell - \$81,500.00

After reviewing the two bids, Mr. Shields stated that DeBell's bid does not include their specifications.

Mr. Irwin made a motion to not accept either bid as neither are the most responsible or responsive bidder. Motion seconded by Mrs. Shank and passed.

**PUBLIC DEFENDER** – Steve Cochran was present.

Mr. Cochran stated that Mrs. Shank had asked him to look into painting the County vehicle that is assigned to his office. He spoke with the Road Department and they estimated \$400. Mr. Cochran feels this is just a cosmetic issue and would rather see Ms. Martinez be given a raise.

Mr. Cochran also stated that he has been receiving a lot of "Child in need of Protection" cases out of Grass Valley. He was also assigned to a murder case out of Humboldt County.

Mrs. Shank asked about the Annual Report and the 2<sup>nd</sup> Quarter Humboldt billing. Mr. Cochran stated that he believes Ms. Martinez is either close to having the Annual Report completed or it is already done. He also stated that the quarterly billing for Humboldt has been done. He will get a copy to Mrs. Childs.

**PERSHING COUNTY EMERGENCY OPERATIONS MANAGER** – *Approval of 2017 SERC Grant Application*: Charles Sparke was present.

Mr. Sparke is applying for \$25,000 to purchase 30 SCBAs (self-contained breathing apparatus). The application also includes \$4,000 for operations. It was noted that the Fire Departments also applied for an AFG (Assistance to Firefighters Grant) grant to purchase SCBAs. Mr. Sparke stated that if they are successful, he will submit a change order on the equipment listed on this application.

Mr. Sparke also gave the Board a copy of the EMPG (Emergency Management Performance Grant) grant. An item will be put on the next agenda for possible approval.

Mrs. Shank made a motion to approve the submittal of the 2017 SERC Grant application for a total of \$29,000. Motion seconded by Mr. Irwin and passed.

Mrs. Shank received a call from the Community Health Nurse's office regarding a radio that used to be in that office. Mr. Sparke stated that he knew about this radio, but has never seen it and does not have it.

Mrs. Shank also asked about the hazmat trailer and vehicles. Mr. Sparke stated that Marco and Chief Ayoob were going to inventory the hazmat trailer and then move it to the Road shop. The Emergency Management truck will be moved to the Sheriff's office.

Mrs. Shank asked if there were any Homeland Security grants we would qualify for. Mr. Sparke did not believe so, but will look at it again.

**ELECTED DEPARTMENTS:**

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that she was busy last week with the County Board of Equalization, which was held on Tuesday, February 23<sup>rd</sup>. All of the Decision Letters have been sent out by Certified Mail. The minutes were completed yesterday and sent on to the State Board of Equalization.

Mrs. Donaldson also reported that Candidate Filing starts on Monday, March 7<sup>th</sup> and will continue for two weeks.

*Approval of corrections/changes to the Tax Roll:* Mrs. Donaldson did not have any corrections or changes for the Board.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month's ending fund balances.

LAURI CERINI-JONES, ASSESSOR – Mrs. Cerini-Jones gave Mr. Irwin a copy of the Board of Equalization packets. She also reported that they have been having some GIS problems. The company they contracted with doesn't provide much technical support. The previous Assessor had an intern who did much of the initial work on the system and he would be willing to provide help again. Once Mrs. Cerini-Jones has a proposed contract she will present it to the District Attorney and the Board.

KAREN STEPHENS, JUSTICE COURT – Judge Stephens was present.

Judge Stephens reported that their computer system is up and running again. They are still working on getting everything caught up. The staff is putting in some over-time hours.

Judge Stephens stated that they are still having issues with the bathroom. She did receive an estimate from D & D Plumbing, but is not sure what they are proposing.

**PLANNING DEPARTMENT, BUILDING DEPARTMENT & IMLAY WATER:** Holli Garretson was present.

Mrs. Garretson gave the Board the monthly permits and fees collected report. Mrs. Garretson had a question about credit card payments. Mrs. Donaldson will speak with Mr. Evans to get this set up. Mrs. Garretson also stated that there is a Planning Commission meeting tonight.

**PROCLAMATIONS AND AWARDS:** There was nothing submitted for consideration.

**ADVISORY BOARD APPOINTMENTS/RESIGNATIONS:** There was nothing received for consideration for any of the Boards listed.

**APPROVAL TO SUBMIT A 2016 HOMELAND SECURITY GRANT APPLICATION FOR PERSHING GENERAL HOSPITAL/NURSING HOME WITH PERSHING COUNTY BEING THE LEAD AGENCY:** The Board was given a copy of the application to look over. Mr. Irwin explained that the Hospital is looking into a bullet proof film to put on the windows.

Mrs. Shank asked why the County needs to be the lead agency. Mr. Irwin stated that we don't have to be, but it looks better on the application. Mrs. Shank asked what the County's responsibility would be. Mr. Irwin stated that the County would manage the grant in terms of requesting reimbursements, etc. The County would not be responsible for any matching funds.

Mrs. Shank made a motion to approve the submittal of a 2016 Homeland Security Grant application for Pershing General Hospital and Nursing Home with Pershing County being the lead agency. Motion seconded by Mr. Irwin and passed.

**UNIONVILLE CEMETERY, APPROVAL TO CHANGE BOUNDARIES OF 10 ACRE REQUEST FOR BLM (BUREAU OF LAND MANAGEMENT) LAND PURCHASE:** Mrs. Shank stated that she met with BLM representatives regarding the Unionville Cemetery. They have completed the archeological studies and the transfer should be approved by 2017. Mrs. Shank stated that because of areas where things of archeological value were found, they have requested that the parcel be configured a little differently.

Mr. Irwin made a motion to approve the readjustment as recommended. Motion seconded by Mrs. Shank and passed.

**CORRESPONDENCE:** There was no additional correspondence discussed.

**DISCUSSION REGARDING RENOVATION DRAWINGS FOR THE PERSHING COUNTY COURTHOUSE; APPROVAL TO PROCEED WITH ALL OR SOME OF THE RENOVATIONS; APPROVAL TO GO OUT TO BID:** The Board was given some drawings from 1997 to look at. Mrs. Shank stated that if anything is going to be done it should be decided prior to the flooring project being awarded. She also stated that the County doesn't have the money to make some of these major changes. Mrs. Wesner also wanted the Board to be aware that these drawings were done prior to the renovations that were made to the Round Room.

Mr. Bloyed wondered if we needed to consult with the Historical Society.

**APPROVAL FOR COMMISSIONER CAROL SHANK TO ATTEND THE NEVADA AIRPORTS ASSOCIATION CONFERENCE IN BOULDER CITY, NV MARCH 23-24, 2016 AND APPROVAL OF A HIGHER HOTEL ROOM RATE:** Mrs. Shank stated that approval of a higher hotel room rate isn't needed. Mrs. Shank also stated that she thinks the County should become a member of the Nevada Airports Association. Mrs. Wesner stated that she thought we were. Mrs. Shank stated that we aren't currently listed.

Mr. Irwin made a motion to approve Commissioner Shank's attendance at the Nevada Airports Association Conference in Boulder City, NV March 23-24, 2016. Motion seconded by Mr. Bloyed. Mrs. Shank abstained. Motion carried.

Mr. Irwin mentioned that the National Air Races doesn't have a place to practice or train for that event. This is something that the County should look into, but in order to do that we need to have fire protection service available at the Airport.

**JERRY ALLEN, SHERIFF:** Sheriff Allen reported that he chaperoned the Broadcasting students on a field trip to Fort Churchill last week. Sheriff Allen also reported that he spent two days in Elko. The first day was the Attorney General's Law Enforcement Summit and the second day there was a Sheriffs and Chiefs Association meeting. They toured the new Elko Convention and Visitor's Authority Building as well as the new Elko City Police Department. He was supposed to meet with Core Construction as well, but it was rescheduled to March 17<sup>th</sup>.

Sheriff Allen stated that they pulled the bids they received last year for the padded cell. The cost to replace the padding in the entire cell would be \$18,129. If they just replaced the damaged section it would be about \$4,000. Mr. Bloyed asked if this was a cost that could be reimbursed when the individual goes to court. Sheriff Allen stated that they have received restitution for damage that was done in the past, but this is a Federal case and he isn't sure how to go about that. He will see what he can find out.

Sheriff Allen also stated that he received a call from AT&T regarding a data account that we have not been using. They did a soft shut-down yesterday and none of the systems were affected, so the account will be closed.

Sheriff Allen also spoke about a budgetary issue. A purchase was made on his County credit card and tax was charged. Incidentally, the voucher was turned in late and finance charges and a late fee were incurred. Sheriff Allen paid the tax amount as well as the finance charges attributable to that amount, but feels the late fee should come out of his budget. He is also having a problem with the payment due on their postage machine. By the time they get the invoice and submit a voucher the payment ends up being late. Mrs. Shank thought it would be more efficient to pay that bill using the County credit card. Mrs. Childs stated that a typed check can be requested if payment cannot wait until the next Commission meeting. It was noted that this is how the credit card statements are paid. Mrs. Childs also wanted to reiterate the importance of a short turn-around on the credit card statements. Once the statements are received they are distributed to the various departments with a date they are due back to the Recorder's office. Once the vouchers are received, they are all hand entered and a typed check is produced. Mrs. Childs hand delivers the check to the bank to ensure it is not late.

Mr. Bloyed asked if the Toyota is still in service. Sheriff Allen stated that it is. Mr. Bloyed asked what happened to the department decals that were on it. Sheriff Allen stated that he didn't want to incur the cost to mark a vehicle that hopefully isn't going to be in service much longer. Mr. Bloyed stated that it was already marked as there was an issue with previous administration. Sheriff Allen stated that he may have some magnetic decals he can put back on it.

The meeting recessed at 10:47 a.m. for a Litigation meeting and reconvened at 11:07 to review vouchers.

**VOUCHERS:** Mrs. Shank made a motion to approve the vouchers as submitted. Motion seconded by Mr. Irwin and passed.

Mr. Irwin made a motion to approve the voucher for Vendor #1568 paying the late fee on the Sheriff's County credit card. Motion seconded by Mrs. Shank and passed.

**REPORT FROM LEGAL COUNSEL:** Mr. Shields is working with the Library to revamp their policies and procedures.

**REPORT FROM ADMINISTRATIVE ASSISTANT:** Mrs. Wesner reported that the appraisal for the old Grass Valley Community Center will be done on March 11<sup>th</sup> and an item will be placed on the March 16<sup>th</sup> agenda.

Mrs. Wesner also reported that she has closed out the CDBG (Community Development Block Grant) grant for the Imlay Fire House. She will be submitting a letter requesting an extension till June 30<sup>th</sup> on the Imlay Sewer project. Mr. Shields stated that he spoke with Farr West and they don't think we should have to pay the expedited fee for the permit. Mr. Shields will continue to work with them on this matter.

Mrs. Wesner has also been working with Byron Alcaron on the web pages for the Commissioners and Human Resources.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mrs. Shank had nothing to report.

Mr. Irwin attended NACo (National Association of County Officials) meetings in Washington, DC. PILT (Payment in lieu of Taxes) funding was discussed as well as Mental Health in jails and MAP-21 funding.

Mr. Bloyed stated that the Fair and Rec Board met on Monday to discuss their budget. They did trim some of the revenue and expenses due to C Punch closing. Mr. Bloyed stated that this will also affect Economic Development, so the Board needs to be cognizant of that during budget workshops.

**PUBLIC INPUT:** There was no public input.

As there was nothing further to come before the Board, the meeting adjourned at 11:45 a.m.

Approved: \_\_\_\_\_  
Darin Bloyed, Chairman

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