

JUNE 6, 2018

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

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

PUBLIC INPUT: Mr. McDougal wished Carolyn Hultgren a Happy Birthday.

Mrs. Wesner wanted to thank Buildings and Grounds and the NDF (Nevada Division of Forestry) crew for the work they did at both cemeteries prior to Memorial Day.

Mrs. Hultgren wanted everyone to remember the invasion of Normandy, which happened 75 years ago today.

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. Shields reviewed the agenda and did not see anything of concern.

Mrs. Shank 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. Rackley and passed.

NEVADA DEPARTMENT OF TRANSPORTATION (NDOT): ANNUAL ROAD PROJECTS PRESENTATION, CONSIDERATION AND POSSIBLE APPROVAL OF NDOT'S UPCOMING FISCAL YEAR WORK PROGRAM – Bill Hoffman and Lee Bonner were present.

Mr. Hoffman gave a presentation and noted that Pershing County's top concerns are performing an intersection study near the Courthouse to pursue alternative designs and an intersection study at 14th and Cornell. Other potential projects include replacing the pedestrian boxes on the traffic signal at Main Street, evaluating the elimination of the traffic signal on Main Street and replacing it with a 4-way stop, and creating an interchange at Westfall and I-80. Mr. Hoffman also discussed the demographics of Pershing County including the number of registered vehicles and the age of our drivers.

Mr. Rackley made a motion to approve NDOT's upcoming Fiscal Year Work Program as presented. Motion seconded by Mrs. Shank and passed.

There was a question in regards to the project listed as "SR 396, Replace B-28 structure at Cornell Avenue". Mr. Hoffman did not have any additional information at this time, but will get back to the Board.

Mr. Rackley amended his motion to approve NDOT's upcoming Fiscal Year Work Program contingent on receiving additional information in regards to the replacement of the B-28 structure on Cornell Avenue. Motion seconded by Mrs. Shank and passed.

There was further discussion about the roadways by the Courthouse. Mrs. Shank asked if a letter stating the Board's recommendation to take out the curved section from Central Avenue onto Western Avenue would be beneficial. Mr. Bonner stated that they are aware that it is a top priority, but a letter would be beneficial.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they just completed a chip seal project in Limerick Canyon. They were able to get it done in one day, even with a rookie crew. They have also been blading roads in upper and lower valleys. They've been spraying weeds. Mr. Hill stated that they did some work at the race track

and will probably have another half day out there. Once they are done there, the screening plant will be moved to Pleasant Valley. During the chip seal project there was heavy rain in the western part of the county and some roads washed out so they will be working on repairing those as well. Mr. Hill also reported that he received a complaint from Linda Sugasa on Star Creek and they were able to repair the road right away. During the project in Limerick Canyon they found a culvert that had been completely burned out in last year's fire. With all the heavy traffic, they were lucky it didn't cave in. They have made some repairs and will finish up the work on it next week. They will be doing another chip seal project in lower valley sometime after July.

Approval to re-route County maintained Sulfur Road as requested by Hycroft Mine for its mine expansion project: There was no one present from Hycroft. Julie McKinnon from the Bureau of Land Management was present.

Ms. McKinnon stated that Hycroft is looking into expanding their mine. They are looking at two options to re-route the road, but Hycroft was supposed to discuss those options with the County. Ms. McKinnon stated that she did not bring any maps or information with her as she thought Hycroft would be here.

Mr. McDougal suggested that Mr. Hill sit down with Hycroft to get more information and then this could be put back on the agenda.

Salary Resolution, R. Hardy: Mr. Hill stated that Mr. Hardy has completed his one year probation and has met the qualifications to be advanced to a Road Worker II.

Mrs. Shank stated that it was not budgeted to move Mr. Hardy to this classification. Mrs. Wesner also stated that Mr. Hardy's anniversary date changed in February when he received a pay increase at that time. Mrs. Childs stated that the budget sheets were figured on Mr. Hardy moving up one step. There was never discussion about a reclassification. Mrs. Childs also stated that Mr. Hardy is an EES and ERS employee so the increase affects other factors as well. Mrs. Childs also asked if the vacant position is going to be filled. Mr. Hill stated that since he became Superintendent, employees with higher salaries have left, which has left money in the budget. He does plan on filling the position.

Mr. Rackley made a motion to approve the Salary Resolution for Ray Hardy moving him from a Road Maintenance Worker I, Range 27, Step 4 to a Road Maintenance Worker II, Range 30, Step 1 effective June 20, 2018. Motion seconded by Mrs. Shank and passed.

LANDFILL/RECYCLING – Dan Hill was present.

Mr. Hill reported that both Landfill employees helped during the chip seal project.

Mrs. Shank asked Mr. Hill to give an update on the Landfill Loader bids. The two bids that were received were rejected and we will be going back out to bid.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that the crew was really busy working on the cemeteries and parks for upcoming events. There was no damage reported during the Car Show. There was a small sewer issue with the Justice Court restroom, but it has been remedied.

Permission to address and fix various electrical issues in the Courthouse which includes reorganization of breaker panels/circuits: Mr. Handka spoke about the issues he has been having with breakers not being wired correctly or tied in with other offices. He has spoken with Bruce Hudson about getting repairs done with the least amount of disturbance to the offices. Mr. Handka also stated that he didn't think it could all get done by June 30th.

Mrs. Childs stated there is approximately \$50,000 in "emergency use" available in the current fiscal year Building Fund.

Mrs. Shank made a motion to allow Buildings and Grounds to proceed with fixing the various electrical issues in the Courthouse with the funding coming from the Building Fund budget. Motion seconded by Mr. Rackley and passed.

PERSHING COUNTY FIRE/AMBULANCE DEPTS –

RYE PATCH FIRE DEPARTMENT: Tom Helms was present.

Chief Helms reported that they currently have 11 members. They now have three EMTs (Emergency Medical Technicians) and one Advanced EMT. They also have two people in the Firefighter I program.

Chief Helms also reported that he received an email from Chief Burke in Grass Valley wanting to have a Chiefs meeting to discuss grant writing. Chief Helms stated that he was very upset about this as two years ago Chief Burke had told them not to budget for a grant writer as he could write the grants. Now the County has hired a grant writer that Chief Helms has never spoken to. He would like the \$1,200 put back in his budget so he can get his own grants. He also spoke about Mike Heidemann's willingness to write grants when he didn't write a single grant when he was Fire Coordinator. Chief Helms stated that he wasn't going to say anything, but during budgets he was asked to cut 5%. Chief Helms stated that he has never been one to over-inflate his budget and always turns back approximately 30% at the end of the year. Chief Helms stated that they have missed out on three grants this year.

Mr. McDougal stated that the intent was to have one person writing all the grants for all the fire departments and the County as a whole. He thought Chief Burke was just trying to coordinate what grants could be applied for. He also stated that most grants include an administrative cost, so the assumption was that a grant writer wouldn't need to be a paid position.

DAVIS MURPHY, PERMISSION TO PLACE ELEVATION AND DISTANCE SIGNS (METAL) ALONG THE LONE MOUNTAIN TRAIL FOR HIS EAGLE SCOUT PROJECT:

Mr. Murphy gave a presentation in regards to his project. Mr. Murphy would like to place ten distance markers along the Lone Mountain Trail. The signs will be made out of metal and staked in the ground with rebar, which was donated by the Recycling Center.

Mrs. Shank made a motion to approve Davis Murphy's request to place elevation and distance signs along the Lone Mountain Trail for his Eagle Scout Project. Motion seconded by Mr. Rackley and passed.

MARIAN AND MEGAN MC CLELLAN, DISCUSSION REGARDING EASEMENT ON HOBO LANE REQUESTED BY ROBERT KENNERSON:

Marian McClellan stated that she has tried to be accommodating to Mr. Kennerson, but she is not going to grant an easement through her property. It was noted that Hobo Lane has over time moved out of the granted easement. The Road Department can continue the road to give access to Mr. Kennerson, so he is not using the McClellan's property.

UNCLASSIFIED DEPARTMENTS, CONT.D:

COOPERATIVE EXTENSION – Steve Foster was present.

Mr. Foster reported that he planted the soy bean test plot and a few are starting to pop up already. Rebecca Dohl has resigned and her last day was May 31st. They have started advertising to fill the position. Mr. Foster is hoping to have the position filled by the end of July. 4-H Camp will be July 15-21 in Lake Tahoe. 4-H will also be doing the barbeque during Frontier Days again this year. Mr. Foster will be at the Nevada Youth Range Camp from June 17th through June 22nd. He will also be attending the Western SARE (Sustainable Agriculture Research and Education) meeting in July in Washington.

PLANNING & BUILDING DEPARTMENT & IMLAY WATER SYSTEM: James Evans was present.

Mr. Evans gave the Board his monthly report. There will be a Planning Commission meeting tonight to review a parcel map within the City. The water samples were just taken in. The water tank cleaning was done and they did three hours of repair work to the bottom of the tank to mitigate rust.

UNCLASSIFIED DEPARTMENTS, CONT.D:

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran reported that Justin Abbott came over and fixed their Wi-Fi access. Everything is going well with the office.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that the office has been busy with Early Voting. As of Tuesday, June 5th, 393 people have cast their votes, which is approximately 14%. Mrs. Donaldson also reported that the 1 year delinquent certificates and the Treasurer's Deed were recorded yesterday morning as well.

Approval of corrections/changes to the Tax Roll: A correction was submitted for Personal Property Account #BS5547, Tolsa West Coast Corporation. The abatement for FY17 and FY18 did not transfer correctly resulting in a \$8,540.17 refund.

Mrs. Shank made a motion to approve the tax roll correction for Account #BS5547 as presented. Motion seconded by Mr. Rackley and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month-end reports. She also spoke about the inventory reports that are due. She still has a few departments that have not turned them in. If they have not been turned in by Friday she will notify the Department Head and Commissioner over that department. Mrs. Childs also stated that meeting needs to be scheduled after June 25th to approve the FY19 Tax Rates and any FY18 Budget Augmentations. The Board agreed on June 26th at 8:30 a.m. Mrs. Childs also reported that the office will be going live with Eagle Recording on June 20th.

UNCLASSIFIED DEPARTMENTS, CONT.D:

IT DEPARTMENT – *Approval to purchase UPS (Universal Power Supply) from Zones with a 3-year extended warranty to replace defective unit in the Administration Building copy room in the amount of \$6,020.00:* Mr. Shields stated that this purchase was approved on an emergency basis when the other unit failed and now needs to be on the record.

Mrs. Shank made a motion to approve the purchase of a UPS from Zones with a 3-year extended warranty for the Administration Building in the amount of \$6,020.00. Motion seconded by Mr. Rackley and passed.

SAFETY/GRANT WRITER – *Report on status of grants and grant awards; discussion of delegation of specific grant responsibility related to EMS, law enforcement and Courthouse security:* Mrs. Shank stated that we did receive a grant from POOL/PACT in the amount of \$15,554.25 to be used to purchase new panic buttons for all the offices. Mr. Handka provided the Board with a quote from Johnson Controls in the amount of \$20,739.00. This would provide a central station monitoring service of wireless duress buttons and our existing fire alarm system.

Mr. Rackley made a motion to accept the grant award from POOL/PACT in the amount of \$15,554.25 and approve moving forward with the purchase from Johnson Controls as presented. Motion seconded by Mrs. Shank and passed.

ELECTED DEPARTMENTS, CONT.D:

LAUREEN BASSO-CERINI, ASSESSOR – *Assessor Technology List of Expenditures per NRS 250.085:* Ms. Basso-Cerini explained that by Statute she is to submit a list to the Commissioners of the projected expenditures to come out of the Assessor Technology Fund. Mr. McDougal clarified that this funding is in a restricted fund and can only be used for technology upgrades in the Assessor's office.

Ms. Basso-Cerini stated that they hope to have new construction completed this week and then will start the appraisal cycle in the City.

RESOLUTION TO RECOMMEND THAT THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION CONTINUE TO FOLLOW THE POLICY AS SET FORTH IN RESOLUTION 81-8 REGARDING THE MAX C. FLEISCHMAN COLLEGE OF AGRICULTURE: Mrs. Shank made a motion to adopt Resolution #18-0605, recommending that the Board of Regents of the Nevada System of Higher Education continue to follow the policy as set forth in Resolution #81-8, regarding the Max C. Fleischman College of Agriculture. Motion seconded by Mr. Rackley and passed unanimously.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Rackley did not have anything new to report. Mr. Shields has looked into firms to assess the current facility, but would like to meet with Mr. McDougal as he doesn't have the expertise to ask the right questions.

PROCLAMATIONS: There were no Proclamations considered at this time.

BOARD APPOINTMENTS/RESIGNATIONS/VACANCIES: PERSHING COUNTY REGIONAL PLANNING COMMISSION – A letter of resignation was received from Kim Klemish. Carl Clinger spoke with Mrs. Klemish and her reason for resigning was that she couldn't make the meetings at the time they are set. Mr. Clinger is going to see if the meeting time can be changed. This will be revisited at a later date if necessary.

DERBY FIELD AIRPORT: Mr. Rackley reported that the bid process for the SRE (Snow Removal Equipment) grant went really well. They received four bids for the building and two bids for the equipment. The bids for the equipment were right on target. The building bids were higher than anticipated. Armstrong is looking into some issues that have come up with the low bidder. We may have to amend our grant application and request additional funding or do the project in two phases.

Mr. McDougal stated that he spoke with Mrs. Lusby-Angvick about CDBG (Community Development Block Grant) funding, as they did a project at the Beatty Airport.

TV ADVISORY BOARD: ACCEPT AND SIGN CONTRACT AGREEMENT BETWEEN VALLEY TV & COMMUNICATION AND PERSHING COUNTY FOR MAINTENANCE AND INSPECTIONS FOR TOULON PEAK EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2019 – Mrs. Shank made a motion to approve the contract agreement between Valley TV & Communication and Pershing County for the maintenance and inspections for Toulon Peak effective July 1, 2018 through June 30, 2019 as presented. Motion seconded by Mr. McDougal. Mr. Rackley abstained. Motion carried.

REVIEW AND POSSIBLE ADOPTION OF 911 FIVE YEAR MASTER PLAN: Mr. Shields stated that Dave Skelton helped re-write the Master Plan.

Mrs. Shank made a motion to adopt the 911 Five Year Master Plan with a correction to the NRS within the plan. Motion seconded by Mr. Rackley and passed.

REVIEW OF BUSINESS IMPACT STATEMENT FOR THE INCREASE TO THE 911 SURCHARGE WITH A FINDING THAT THE PROPOSED SURCHARGE INCREASE DOES NOT IMPOSE A SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS, NOR DIRECTLY RESTRICT THE FORMATION, OPERATION, OR EXPANSION OF A BUSINESS. AS PROPOSED, THE 911 SURCHARGE WOULD BE INCREASED FROM \$0.25 TO \$1.00 PER MONTH FOR EACH CUSTOMER ACCESS LINE TO THE LOCAL EXCHANGE;

INCREASED FROM \$0.25 TO \$1.00 PER MONTH FOR EACH CUSTOMER OF MOBILE PHONE SERVICE; AND INCREASED FROM \$2.50 TO \$10.00 FOR EACH CUSTOMER TRUNK LINE TO THE LOCAL EXCHANGE OF A TELECOMMUNICATIONS PROVIDER:

Mr. Shields stated that the proposed rule does not impose a direct and significant economic burden on a business, nor does it directly restrict the formation, operation, or expansion of a business.

Mr. Rackley made a motion to adopt the Business Impact Statement for the 91 increase with a finding that the proposed increase would not impose a significant economic burden on a business, nor does the proposed fee directly restrict the formation, operation, or expansion of a business. Motion seconded by Mrs. Shank and passed.

INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING CHAPTER 3.52 OF THE PERSHING COUNTY CODE BY MODIFYING THE PERMISSIBLE MAXIMUM 911 TELEPHONE LINE SURCHARGE; BY CLARIFYING THAT THE PERMISSIBLE USE OF THE 911 TELEPHONE LINE SURCHARGE INCLUDES THE PURCHASE AND MAINTENANCE OF PORTABLE EVENT RECORDING DEVICES AND VEHICULAR EVENT RECORDING DEVICES IN ACCORDANCE WITH THE 2017 NEVADA LEGISLATURE’S ENACTMENT OF S.B. 176, AND ALL OTHER MATTERS PROPERLY RELATING THERETO: Bill Number 334 was introduced by Mrs. Shank and read by Title as follows:

AN ORDINANCE AMENDING CHAPTER 3.52 OF THE PERSHING COUNTY CODE BY MODIFYING THE PERMISSIBLE MAXIMUM 911 TELEPHONE LINE SURCHARGE; BY CLARIFYING THAT THE PERMISSIBLE USE OF THE 911 TELEPHONE LINE SURCHARGE INCLUDES THE PURCHASE AND MAINTENANCE OF PORTABLE EVENT RECORDING DEVICES AND VEHICULAR EVENT RECORDING DEVICES IN ACCORDANCE WITH THE 2017 NEVADA LEGISLATURE’S ENACTMENT OF SENATE BILL (“SB”) 176; AND BY SPECIFYING THAT THE UNENCUMBERED FUND BALANCE SHALL NOT EXCEED \$5,000,000 AT THE END OF ANY FISCAL YEAR.

THE BOARD OF COUNTY COMMISSIONERS MAY MEET IN A CLOSED LABOR SESSION PURSUANT TO NRS 288.220 TO MEET WITH THE COUNTY’S LABOR REPRESENTATIVE REGARDING LABOR NEGOTIATIONS: A Labor Session was not needed.

LITIGATION MEETING: A Litigation meeting was not needed.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that there has been some discussion about the cattle free area in Grass Valley. He is looking into the cost for erecting the missing portions of the fence and repairing the current fence. It might be feasible to have NDOC (Nevada Department of Corrections) do the work, but it wouldn’t happen until this Fall.

REPORT FROM ADMINISTRATIVE ASSISTANT: APPROVAL OF LETTER TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) OFFICE NAMING HEIDI LUSBY-ANGVICK AS AN ADDITIONAL CONTACT FOR THE CDBG GRANT CONTACT LIST FOR PERSHING COUNTY – Mrs. Shank made a motion to approve sending a letter to CDBG naming Heidi Lusby-Angvick as an additional contact for the CDBG Grant Contact List for Pershing County. Motion seconded by Mr. Rackley and passed.

SET A DATE FOR SECURITY WORKSHOP WITH COUNTY DEPARTMENT HEADS – The Board agreed on Tuesday, June 26th after the Special meeting.

REQUEST FOR \$500.00 TO BE USED FOR HEALTHY TRACKS/WELLNESS PROGRAM (PRIZES/WELLNESS CLINIC) – It was noted that the \$500.00 could come out of General Government.

Mrs. Shank made a motion to approve the request for \$500 to be used for the Healthy Tracks/Wellness Program to be taken out of General Government as an incentive for the County's employees to get healthy and well. Motion seconded by Mr. Rackley and passed.

UPDATE ON MATTERS RELATING TO THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: The Board did not have anything new to report.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank asked what the status of the Water Resource Plan was. Mr. McDougal stated that comments should have already been given to Farr West. He will see if the document will be ready for the next Commission meeting.

Mrs. Wesner stated that she should have the appraisal back on the property in Imlay near the Fire House by the next meeting as well. Mrs. Childs stated that the funding to purchase the lot was allocated in this fiscal year's budget.

The Canvass of the June 12th Primary Election will also be on June 20th agenda.

DISCUSSION ON FIRE INSPECTIONS, ADMINISTRATION OF FEES AND APPOINTMENT OF FIRE INSPECTOR: Chief Wilcox submitted his idea of how this could work with the Fire Department. Mr. McDougal stated that while touring TRIC (Tahoe-Reno Industrial Center) he and Mrs. Lusby-Angvick met with Austin Osborne, who works for Storey County. They have dual Building and Fire Inspectors. Mrs. Shank stated that she thought that was a great idea and that our Planning and Building office could handle that. Mr. McDougal agreed. An item will be put on the next agenda to discuss this further.

CORRESPONDENCE: There was no additional correspondence discussed.

MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS; BOARD LIAISON REPORTS: Mr. Rackley did not have anything additional to report.

Mrs. Shank stated that she has a Safety meeting on Friday and a Hospital Board meeting tomorrow night. She attended the Museum's Grand Opening for the Panama City and California Trail Kiosks. Mrs. Shank connected with Ester McCullough, BLM Winnemucca District Manager, and she is willing to come any time to give an update. Mrs. Shank also attended a broadband meeting and her and Mrs. Lusby-Angvick will be on a working committee.

Mr. McDougal has a Recreation Board meeting tomorrow and he hopes to have a plan for the new restroom facility at McDougal Field. On Friday he has a Nevada Works meeting and a conference call with the Central Nevada Water Authority (CNWA) Leg Committee. He will also be attending the CNWA meeting in Ely the following Friday.

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

APPROVAL OF VOUCHERS: Mr. Rackley made a motion to approve the vouchers as presented. Motion seconded by Mrs. Shank and passed.

ELECTED DEPARTMENTS, CONT.D:

KAREN STEPHENS, JUSTICE COURT – Judge Stephens stated that the office is running well. They are sending out letters and working on collections. The ceiling panels have still not been replaced. Mr. McDougal stated that there will be some electrical work done the next several weeks, so they may

need to get into the ceiling. Judge Stephens stated that she would appreciate some communication with Mr. Handka. She had cleared three days off her calendar when the work was supposed to be done and nothing happened. She also received no notification that the work had been cancelled.

As there was nothing further to come before the Board, the meeting adjourned at 11:41 a.m.

Approved 8/01/18: _____/s/_____
Robert McDougal, Chairman

Attest: _____/s/_____
Lacey Donaldson, Clerk