

FEBRUARY 20, 2019

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

APPROVAL OF MINUTES: Mrs. Shank made a motion to approve the minutes from the January 7, 2019 meeting as submitted. Motion seconded by Mr. McDougal 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: District Attorney Shields reviewed the agenda and did not see anything of impact.

Mr. McDougal 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.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

During the last Commission meeting the crew was attending MSHA (Mine Safety and Health Administration) class. Mr. Hill has been working on the department's FY19-20 budget. The crew plowed and sanded the paved roads at least four times. They have also hauled sand to Coeur three times as they are going through a lot of it this winter. They also hauled sand to Imlay. Mr. Hill stated that they had to buy more salt. They plowed a resident out of Spaulding Canyon. Mr. Hill also reported that there are some washouts that they haven't gotten to, but they are all marked.

Mrs. Shank asked for an update on the Imlay roads. She asked Brenda Pinkston to speak with Gerry Monroe. Mr. Hill hasn't heard whether Mr. Monroe has spoken with her or not. Mr. Hill stated that he was unaware that there was some sewer work being done in Imlay. He will be going out there later today to assess the situation.

Approval of Road Agreement with Nevada Cement, LLC with an annual fee of \$10,000 for maintenance to be performed on Relief Canyon Road: Mr. McDougal made a motion to approve the Road Agreement with Nevada Cement, LLC with an annual fee of \$10,000 for maintenance to be performed on Relief Canyon Road. Motion seconded by Mrs. Shank and passed.

Mrs. Shank stated that there needs to master file somewhere of all the agreements and contract so that we know when they expire.

LANDFILL – Dan Hill was present.

Approval of extension of contract with Hoss Disposal for solid waste disposal on an emergency basis until bids are sent out, received and awarded and approval to go to bid for Rural Solid Waste Collection System: Mr. McDougal made a motion to extend the contract with Hoss Disposal for solid waste disposal on an emergency basis and go out to bid for the Rural Solid Waste Collection System. Motion seconded by Mrs. Shank and passed.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka stated that since the last meeting he has addressed quite a few of the issues brought up about the Imlay Community Center. The doors have been re-keyed. The vents have been cleaned out, but there weren't vermin in them. There seemed to be a lot of pet hair. Mr. Handka stated that he took a shop-vac out there two or three months ago for them to use and the box has never been opened. There are still a few things that need to be looked at, but they had some emergency issues at the Jail that

had to be addressed and they've been dealing with snow. Mr. Handka stated that if someone leaves a message on the office phone or submits a work order, his department takes care of it as fast as they can.

Recommendation from the Recreation Board to install metal roof and remove the crow's nest from the restroom/concession stand building at McDougal Sports Complex, not to exceed \$10,000.00 to be funded by the Recreation Board budget: Mr. McDougal stated that at the last Recreation Board meeting they decided that they would like to make a recommendation to the Commissioners to remove the crow's nest and replace the roof with a metal roof. The cost will be higher, but the roof will last longer. In the future they would like to build a new restroom facility, but would like it designed to match the current restroom/concession building.

Mrs. Shank asked about the remodel to the inside of the building. Mr. McDougal stated that they already approved that expenditure and it can continue as planned.

Mr. Handka was concerned that \$10,000 wouldn't be enough for a metal roof. Mr. McDougal asked Mr. Handka to get some quotes and bring them back to the Rec Board.

PERSHING COUNTY FIRE / AMBULANCE DEPT.S –

AMBULANCE REPORT & LOVELOCK FIRE: Chief Wilcox was present.

Chief Wilcox reported that their CEUs (continuing education units) were approved by the State and they held their first class last night. Weather permitting, a few from the department will be traveling to Elko tomorrow for a class on the State's new reporting system. Chief Wilcox attended the Nevada Preparedness Summit and it was well worth it. All the tanks ordered through the LEPC (Local Emergency Planning Committee) have been delivered and are being distributed to the various departments. There was a Chiefs meeting in Imlay Monday night. They have scheduled quarterly meetings and are discussing some standardization. Chief Wilcox stated that they are busy preparing for this Saturday's Firemen's Ball.

GRASS VALLEY FIRE: Sean Burke was present.

Mr. Burke stated that it has been relatively quiet in Grass Valley. He also attended the Chiefs meeting on Monday and is looking forward to all the departments working together.

RYE PATCH FIRE: There was no one present. Mr. Rackley reported that we were awarded the vehicle from the BLM (Bureau of Land Management). As soon as the BLM receives their new engines, they will release the truck to us.

Mr. Shields mentioned that the bids for a new brush truck were due yesterday morning. Mrs. Donaldson did receive one bid, but it was not received after the deadline. The Board does not want to move forward with re-bidding.

FIRE INSPECTIONS/INSPECTOR/BUSINESS LICENSE FEE: Mike Heidemann was present.

Mr. Heidemann stated that he did perform an inspection for Nevada Hemp II. He gave them a list of things that needed to be addressed.

Mrs. Shank asked about fees. Mr. Shields stated that a tiered fee was discussed in the past. He needs some direction from the Board. An item will be put on the next agenda to determine the fee structure, who will perform the inspections, and how the inspections will be paid for.

SAFETY / GRANT WRITER – Mrs. Shank stated that HR (Human Resources) is reaching out to the County's part-time employees to see if anyone is interested in the Safety Director position. Mrs. Shank also stated that she spoke with Dan Hill and his department would be willing to take it on as well.

PERSHING COUNTY EMERGENCY OPERATIONS MANAGER – Charlie Sparke was present.

Mr. Sparke stated that the grants are all on track. Mr. Sparke spoke about the grant audit that is currently taking place. He needs clarification on whether or not he is a contractor or an employee. If he is a contractor then he needs to be approved by the Federal Government and we may have to pay back previous grant funding we received. Mr. Shields would like to speak with Mr. Sparke about this outside the meeting.

Approval of 2020 SERC Grant: Mr. McDougal made a motion to approve the 2020 SERC grant as presented. Motion seconded by Mrs. Shank and passed.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott stated that 20 help tickets have been submitted within the last two weeks. Mr. Abbott stated that he is mostly settled into his new office. He is still awaiting the delivery of his work bench. The USDA (United States Department of Agriculture) has relaunched the Broadband Connect Grant. Mr. Abbott is researching the eligibility process. The grant application is due the end of March. Mr. McDougal suggested working with Mrs. Lusby-Angvick. Mr. Abbott also informed the Board that the RFP (request for proposals) for the Network Upgrade is due this Friday. One vendor did drop out as the scope of the project was too large.

Discussion regarding e-mail options: Mr. Abbott gave the Board some information regarding our options. He is recommending that we move to Office 365, using the G1 plan for non-office workers and the G3 plan for office workers. We currently pay Network Solutions for web-hosting and for our domain name. The current cost is minimal.

Mrs. Shank also asked about being able to upload documents to a shared file that certain departments could have access to. Mr. Abbott stated that there are several options. If using Sharepoint, it would even track an expiration date.

The e-mail options will be further discussed during the budget workshops.

Mike Heidemann spoke about a cyber-security BDR that would require counties to include a cyber-security plan in their emergency response plans. The cost of developing a plan could be written into the United We Stand Grant.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that she had five interviews yesterday for the vacancy in her office and has one more scheduled for tomorrow. She hopes to have someone hired and in the office by the first of March. They are moving forward with scheduling a tax sale, but have hit a setback with the title searches. Once a date is scheduled, Mrs. Donaldson will let the Board know.

RENE CHILDS, RECORDER-AUDITOR – *Discussion and approval on coding of Recreation Fund vouchers and for clarification on which fund pays which expenses:* Mrs. Childs asked for clarification regarding a voucher for swimming pool repairs. The Board felt it was ok to leave the expense in the Recreation Board budget.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated she has been diligently working on the Board of Equalization appeals. She did not receive the documentation from the appellant until last Friday.

Salary Resolution, Valiree Phillips: Ms. Basso-Cerini stated that she is working on the evaluation to go along with the Salary Resolution and will get it to Mrs. Wesner as soon as possible.

Mr. McDougal made a motion to approve the Salary Resolution for Valiree Phillips moving her from an Administrative Clerk II, Range 26, Step 3 to an Appraiser I, Range 29, Step 1 pending HR's receipt of the evaluation. Motion seconded by Mrs. Shank and passed.

KAREN STEPHENS, JUSTICE COURT – Judge Stephens was not present.

Salary Resolution, Staci Bristow: Mrs. Shank made a motion to approve the Salary Resolution for Staci Bristow moving her from an Administrative Clerk II, Range 26, Step 4 to a Court Clerk I, Range 27, Step 4 effective March 3, 2019. Motion seconded by Mr. McDougal and passed.

Request for Administrative Assessments and Court Facility Fees to continue to be retained for the ongoing and exclusive use of the Lake Township Justice Court: Judge Stephens wrote a letter to the Board requesting that the fees continue to be retained for the exclusive use of the Lake Township Justice Court.

Mrs. Shank made a motion to approve the request of Judge Stephens for the Administrative Assessments and Court Facility Fees to continue to be retained for the ongoing and exclusive use of the Lake Township Justice Court per Nevada Revised Statute. Motion seconded by Mr. McDougal and passed.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mrs. Wesner sent letters to the owners of the lots the County is interested in. Mr. Rackley met with one of the owners and will be doing some research on another parcel as well.

PROCLAMATIONS AND AWARDS: PROCLAMATION FOR RECOGNITION OF PERSHING COUNTY'S CENTENNIAL ESTABLISHED MARCH 18, 1919 – Mr. McDougal made a motion and read the Proclamation in recognition of the 100th anniversary of the founding of Pershing County. Motion seconded by Mrs. Shank and passed.

Paul Schlehr stated that March 19, 2019 is the American Legion's Centennial.

GRASS VALLEY ADVISORY BOARD: Paul Schlehr and Sean Burke were present.

Mr. Schlehr stated that at the Big Meadow Conservation District meeting on February 13th he was sworn in as a new member.

Mr. Burke spoke about the establishment of a grange in Winnemucca. He also thanked the Road Department for plowing snow. He mentioned that the transfer site is being kept really clean. Mr. Burke also stated that they have tentatively scheduled a Town Hall for March 30th at 10:00 a.m.

Mr. Shields stated that Mr. Burke and his family recently made a very generous donation to one of Mr. Shields' guardianship wards and he wanted to thank them.

DERBY FIELD AIRPORT: Mr. Rackley stated that the snow removal equipment building is almost complete. They are waiting on NV Energy to turn the power off so the new power pole can be installed. The project should be fully completed within the next week.

Mr. Rackley stated that he is working on the leases for the two buildings. Once they are completed he will submit them to Mr. Shields for review. There is currently an agreement in place with Humboldt General Hospital for their fuel storage. Mr. Rackley is checking on the status of the agreement with the individuals doing the rocket testing.

Mr. McDougal asked about the LOL sign. Mr. Rackley stated that he will check on it.

Mr. Rackley also spoke about a visitor sign-in book. It was decided to keep it in the terminal, so people can look at it when they fly in.

BOARD APPOINTMENTS / RESIGNATIONS: RECREATION BOARD – A letter of resignation was received from Patty Burke.

Mrs. Shank made a motion to accept Patty Burke's resignation from the Recreation Board effective immediately. Motion seconded by Mr. McDougal and passed.

Mr. McDougal made a motion to advertise for the vacancy on the Recreation Board. *(The motion was not seconded and no vote was called)

Mrs. Shank asked that the vacancies on the Museum Board be advertised as well. Mrs. Donaldson stated that she would have Mrs. Medeiros advertise for all the current vacancies.

BID AWARD FOR RYE PATCH VOLUNTEER FIRE DEPARTMENT FIREFIGHTING BRUSH TRUCK: One bid was received after the deadline and no other bids were received. The Board did not take any action.

APPROVAL TO LEVY A SPECIAL ASSESSMENT ON ALL TAXABLE PROPERTY WITHIN THE CONFINES OF THE DIXIE VALLEY GROUNDWATER BASIN FOR FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020 IN THE AMOUNT OF \$349.30: Mrs. Shank made a motion to approve levying a special assessment on all taxable property within the confines of the Dixie Valley Groundwater Basin for Fiscal Year July 1, 2019 to June 30, 2020 in the amount of \$349.30. Motion seconded by Mr. McDougal and passed.

It was noted that the Acting State Engineer is Tim Wilson.

APPROVAL FOR THE ESTABLISHMENT OF A PLAYGROUND RENOVATION COMMITTEE: Mrs. Shank made a motion to adopt Resolution 19-0202, creating a temporary committee to plan, design, construct and solicit monetary and in-kind donations for the revitalization of the Pershing County Courthouse Playground. Motion seconded by Mr. McDougal and passed

APPROVAL OF RESOLUTION IN SUPPORT OF THE DIESEL TAX LEGISLATION: Mr. McDougal would like to postpone until we have the revenue numbers to include. Mr. Shields stated that NACO would like the Resolution as soon as possible and suggested that the Board move forward with approval.

Mr. McDougal made a motion to adopt Resolution 19-0203, supporting Senate Bill 48, to enable Nevada's rural counties to enact a diesel tax on diesel fuel to pay for critical road infrastructure. Motion seconded by Mrs. Shank and passed.

REPORT FROM LEGAL COUNSEL: Mr. Shields did not have anything to report.

SET MEETING DATES FOR COMBINED MEETING WITH PERSHING COUNTY AND PERSHING COUNTY SCHOOL DISTRICT; IMLAY TOWN HALL MEETING; RYE PATCH TOWN HALL MEETING; AND BUDGET WORKSHOP MEETINGS: The Commission would like to meet with the School District in regards to the ball fields in Imlay and the District's teacherage building. The School Board's next meeting is March 18th; which is the County's Centennial Open House. Mrs. Wesner will speak with the School District about an earlier meeting date or scheduling a special meeting.

Budget Workshops were scheduled for March 18th from 8:30 a.m. till 3:00 p.m.; March 19th from 8:30 a.m. till 4:00 p.m.; and March 22nd from 10:00 a.m. till 4:00 p.m. The Imlay Town Hall was scheduled for April 3rd at 6:30 p.m. and the Rye Patch Town Hall will be March 6th at 6:30 p.m.

JERRY ALLEN, SHERIFF: Sheriff Allen stated that he had an individual come in yesterday interested in one of the vacant positions. The individual is a correctional officer at Lovelock Correctional Center. Sheriff Allen also reported that the deputies have been doing some spring cleaning, which has resulted in some inventory items that need to be removed. An item will be put on the next agenda for approval.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner reported that she helped Mrs. Donaldson with interviews yesterday. The interviews for the Community Center Director are today and tomorrow. Mrs. Wesner also stated that she has been forwarding BDRs (Bill Draft Requests) to relevant department for review.

2019 LEGISLATIVE UPDATES: Mrs. Shank asked that this be put on the agenda through the Legislative Session should anything come up that needs to be discussed. The Board is not currently aware of anything of concern.

UPDATE ON PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: Mr. McDougal spoke about a modification to the bill.

Mr. McDougal made a motion to support the modification to the language of the Pershing County Economic Development and Conservation Act. Motion seconded by Mrs. Shank and passed.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank stated that we need to move forward with what is needed to be done with the Water Management Plan. Mr. McDougal stated that there is legislation to address this and we should wait to see if it passes or not.

CORRESPONDENCE: There was no additional correspondence to discuss.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank stated that all her meetings are coming up. The Centennial coins and pins have been delivered. The banners for the bill boards on Main Street are here also, but we are still waiting for the banners for the street lights. Mrs. Shank asked the Board to consider giving a coin and pin set to each County employee free of charge.

There was discussion about the Centennial Open House and the activities that would be taking place.

Mr. McDougal spoke about the Humboldt River Water Basin Authority meeting, stating that they are following pertinent legislation.

Mr. Rackley spoke about the Senior Center. They have been having issues with their walk-in refrigerator and freezer. There is someone working on them today. The TV Board will be attending a meeting in Winnemucca on March 8th to discuss Toulon Peak. Mr. Rackley stated that he has been discussing a proposal from Burning Man to place some artwork in the community and it will be on a future agenda.

Mrs. Shank spoke about the Centennial coins and pins again. Mrs. Childs challenged each department head to purchase a set for their employees if the County doesn't gift them. Mr. McDougal suggested giving them to employees at cost. An item will be on the next agenda to discuss this further.

PUBLIC INPUT: Carl Clinger asked Mr. McDougal to send the HRWBA legislative update to all the board members.

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

As there was nothing further to come before the Board, the meeting adjourned at 11:15 a.m.

Approved 3/20/19: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk