

**OCTOBER 16, 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 regular meeting minutes of August 7, 2019 and August 21, 2019 as submitted, noting that they were submitted after 45 days. Motion seconded by Mr. McDougal and passed.

**PUBLIC INPUT:** There was no public comment 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. 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** – Gerry Monroe was present.

Mr. Monroe reported that the bridge project on Rogers Road has been completed and all the traffic control has been removed. The crew bladed the east side of Ragged Top. Repairs were made to the screening plant. They patched holes on Antelope and up Coal Canyon. They are getting ready to start the gravel project at Mud Springs and fixed a cattle guard out there. Mr. Monroe also reported that he spoke with Brad Taylor from the Rye Patch Truck Stop. There is a steep spot where their parking lot meets the road and semi-trucks are getting hung up on it. Mr. Monroe suggested detouring traffic to a flatter spot of the parking lot. Mr. Monroe will also let Mr. Hill know so he can look at it as well.

*Approval to pay equipment rental cost for CAT 308 Excavator in the amount of \$498.80, used in the demolition of the teacherage in Imlay, NV:* Mrs. Shank stated that she spoke to Mrs. Childs and she suggested charging this expense to the Building Fund.

Mrs. Shank made a motion to approve paying the equipment rental cost for a CAT 308 Excavator in the amount of \$498.80, used in the demolition of the teacherage in Imlay, out of the Building Fund. Motion seconded by Mr. McDougal and passed.

**IMLAY FIRE DEPARTMENT** – Gerry Monroe was present.

Chief Monroe reported that they installed the canon they received from the Lovelock Fire Department on one of their trucks. When they tested it there were no leaks and it worked well. At the Chiefs meeting they discussed getting a remote control for it. They also talked about command vehicles.

Chief Monroe also reported that the Department sponsors a family for Thanksgiving and will be presenting them with dinner. The Department also purchased pumpkins for each of the students at the Imlay Elementary school. They also purchased ham and turkey for the school's Thanksgiving meal.

**DISCUSSION AND POSSIBLE APPROVAL OF WHAT THE COMMISSION WOULD CONSIDER A VIABLE CHAMBER OF COMMERCE AND WHAT CRITERIA THE CHAMBER WOULD HAVE TO MEET BEFORE THE COUNTY WOULD RELEASE THE FUNDS CURRENTLY SET ASIDE TO SUPPORT THE CHAMBER OF COMMERCE:** Wendy Nelsen was present.

Mrs. Shank stated that she had a community member ask her what it would take for the County to release the \$2,000 of allocated funds to the Chamber of Commerce. She asked Mrs. Nelsen to talk about the things the Chamber is doing and how it is running.

Mrs. Nelsen stated that there is currently no charge to be a Chamber member. The Chamber is currently sustained through the sale of the “lovers locks”. Mrs. Nelsen has successfully written a few grants to pay for some projects, like advertising. Mrs. Nelsen stated that there are a few businesses that have outstanding invoices for locks as well. Mrs. Nelsen works for the Frontier Community Coalition, which operates in three counties, and doesn’t receive anything extra for running the Chamber. The legal paperwork to establish the Chamber as a 501C3 has been completed.

Mr. McDougal stated that it doesn’t make sense to him to have a Chamber with non-paying members. A Chamber of Commerce’s function is to promote local businesses, so the businesses should have a buy-in. Mr. McDougal stated that he won’t approve releasing County funds until he sees committed, paying members. Mr. Rackley agreed.

Mrs. Nelsen stated that every other Chamber in the state has a full-time person paid for by the City and/or County. Mrs. Nelsen reiterated the fact that she volunteers all her time to try to help the Chamber and isn’t personally asking for the money to be released.

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

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

Mr. Handka stated that last week he met with Deputy Nicholson at the rental in Imlay. Mr. Handka remedied some of the concerns and is working on some others. They hauled out a bunch of brush, the garage doors were replaced, a broken window was replaced, some closet doors were installed, and some additional outdoor lighting was installed.

The crew has also been working at the cemeteries. The bathrooms at the softball fields were re-opened and re-closed. There are three porta-potties out there. Desert Disposal donated the restrooms and are willing to leave them there while our restrooms are winterized and unavailable. Mr. McDougal thought, since it is the off season, one or two would be enough. He also suggested writing a thank you letter to Desert Disposal.

Mr. Handka also reported that his new storage connex was delivered.

**LOVELOCK FIRE/AMBULANCE DEPARTMENTS** – Rodney Wilcox was present.

Chief Wilcox reported that they have been busy. They are continuing working on their CEUs (Continued Education Unit). A “Train the Trainer” class is being organized. Chief Wilcox stated that they reviewed the list of business licenses and have identified 30 they feel need fire inspections. They are still looking into an outside entity to take over the EMS (Emergency Medical Services) Services. Chief Wilcox also reported that they conducted the Fire Safety program at the Elementary School and the Pre-School. The department is currently working on firehose testing. NFIRS (National Fire Incident Reporting System) is up to date. There are still a few more members that need their exterior firefighter certification. They set a deadline of December 31, 2019 for all members to have that certification and then a June 2020 deadline for Firefighter I certification. Fire Shows West is coming up and six Lovelock firefighters will be attending along with a couple from Rye Patch. Chief Wilcox stated that the burn ban has been lifted for the Lovelock area.

**GRASS VALLEY FIRE** – Sean Burke was present.

Mr. Burke reported that they currently have 16 on their roster. They have responded to 60 calls so far this year. There have not been any significant brush fires this year. The Grass Valley burn ban has been lifted as well. The department will burn the burn pile at the transfer station, weather permitting. Mr. Burke stated that the department is under budget in most line items, but have had some

additional expenses in truck maintenance. Mr. Burke will also be pursuing getting on the list with the BLM for vehicle disposition as he heard they have excess water tenders.

**RYE PATCH FIRE** – Commissioner Rackley stated that he met with the department last week and discussed expansion of the firehouse. Mrs. Wesner will be sending a letter to the adjacent property owner to see if they would be willing to sell.

**SAFETY/ COMMUNITY HEALTH NURSE’S OFFICE / CEMETERY** – Cheryl Haas was present.

Ms. Haas stated that with school being in session the Health Nurse’s office has been busy giving immunizations. The days have been fully scheduled for immunizations and TB testing. There continues to be outbreaks of TB, Measles, and Hep A, mainly in the Vegas area. The 2<sup>nd</sup> annual flu pod was held on September 26<sup>th</sup> and they gave 450 flu vaccines in 4 hours. Ms. Haas thanked Dan Hill and his department for their help getting the supply trailer and equipment delivered from Winnemucca.

Ms. Haas reported that departments are finishing up their safety requirements for the year. She is working on getting a Safety meeting set up as well as building inspections. She ordered new pads for the AEDs and they should be here next week. She requested that they all have the same expiration date to better facilitate keeping track of them.

Ms. Haas has also taken the position of Cemetery Clerk. She stated that it has been a relatively easy transition with help from Mrs. Shank. She has been busy getting files in order. She has started a list of things that need to be done including new signs with policies and procedures for any improvements being made to grave sites; a new flag pole for the Chinese Cemetery; a new or refurbished sign for the Chinese Cemetery and Lone Mountain Cemetery; and line out roads and aisles in Lone Mountain. Ms. Haas also spoke about the drainage issues and the need to rectify those. She also stated how fortunate we are to have Gordon Hostman, who is both caring and respectful, opening and closing grave sites for us. He leaves the sites clean and neat.

**PERSHING COUNTY EMERGENCY OPERATIONS MANAGER/LEPC** – Mr. Rackley read an update from Charlie Sparke. The Federal Grant paperwork is ready for signature, so Mr. Rackley will sign it at tomorrow’s LEPC meeting. The Fire Show grant was approved. Mr. Sparke did not have an update on the other grants.

**IMLAY ACTION ALLIANCE: REQUEST FOR COUNTY COMMISSIONERS TO HOLD A TOWN HALL MEETING IN IMLAY ON ONE OF THE FOLLOWING DATES, NOVEMBER 7, 12, OR 14<sup>TH</sup>; REQUESTING THE PRESENCE OF THE CODE ENFORCEMENT OFFICER, FRAN MACHADO, TO ATTEND THE MEETING** – There was no one present from the Imlay Action Alliance.

Later in the morning, the Board discussed dates for a Town Hall meeting. The only date all three Commissioners are available is November 14<sup>th</sup>. Mr. Shields will check with Mrs. Machado to see if she is available to attend on that day as well.

Mrs. Shank made a motion to schedule a Town Hall meeting in Imlay on November 14, 2019 at 6:00 p.m. Motion seconded by Mr. McDougal and passed.

**LOVELOCK REVITALIZATION ASSOCIATION: REQUESTING ACCESS INTO THE COURTHOUSE DURING THE LOVELOCK GHOST WALK/HAY RIDES ON OCTOBER 18, 19, 25, 26 AND 31, FROM 7:30 PM TO 8:00 PM** – Dawn Bequette was present.

Mrs. Bequette stated that the tours will be small groups of 20 people. She would like to start in the Round Room and then go up to the Courtroom. Mrs. Bequette stated that the groups will be led by her and one helper.

Mr. McDougal made a motion to approve the request of the Lovelock Revitalization Association to access the Courthouse during the Lovelock Ghost Walk/Hay Rides on October 18, 19, 25, 26, and 31, 2019 from 7:30 p.m. to 8:00 p.m. Motion seconded by Mrs. Shank and passed.

**UNCLASSIFIED DEPARTMENTS, CONT.D:**

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he has been busy with preparations for the Clerk-Treasurer's go-live with Devnet. He is also working on deploying the Kaseya tools and continuing with the Office 365 set-up. Mr. Abbott also stated that he is working on some options for security beyond usernames and passwords.

**ELECTED DEPARTMENTS:**

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that her office is fully staffed, and everything is going well. They will be going live with the Devnet Tax Collection system on October 28<sup>th</sup>.

RENE CHILDS, RECORDER-AUDITOR – *Approval to have US Imaging, Inc. scan 1919-1988 Land Records from books and roll film and scan miscellaneous filings from tri-folds to be performed on-site in the Recorder's office in the amount of \$68,561.30 to be paid from Recorder's Tech Fee money per FY2020 Budget:* Mrs. Childs gave the Board an updated proposal from US Imaging. We were offered to piggy-back Nye County's contract.

Mr. McDougal made a motion to approve the updated contract with US Imaging, Inc. in the amount of \$67,811.30 to include 24 hour scanning. Motion seconded by Mrs. Shank and passed.

BRYCE SHIELDS, DISTRICT ATTORNEY – Mr. Shields stated that Elizabeth Blondheim and Cassandra Steele are attending Child Support training in Las Vegas this week. There were some significant changes made in the last Legislative Session that this training will address.

Mr. Shields stated that it has been busy in his office. They are currently working through a homicide case in post-conviction status. There is also a triple homicide case from 1981 that the 9<sup>th</sup> Circuit Court of Appeals has overturned on the grounds of ineffective assistance of counsel. Mr. Shields now has 90 days to decide whether to re-try the case or not. There is a jury trial starting next week that Mr. Banks will be handling, it is his first one. Mr. Shields stated that they have a jury trial scheduled every month till March.

**UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: APPROVAL OF APPRAISAL FOR APN 001-133-17 AND 001-133-18 AND APPROVAL FOR PURCHASE OF PROPERTY** – Mr. Shields stated that he spoke with Western Title last week and all the paperwork has been recorded. Mr. Shields will reach out to the Real Estate Agent to get things moving forward.

Mr. McDougal made a motion to accept the appraisal as presented. Motion seconded by Mrs. Shank and passed.

**PROCLAMATIONS AND AWARDS:** There were no proclamations or awards considered.

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

Mr. Schlehr stated that all the roads look fine and he hasn't heard any complaints. He also stated that the transfer station looks fairly decent. Mr. Schlehr did ask for an update on the zip code. The Board has not heard anything further.

Mr. Burke stated that their next Advisory Board meeting is October 28<sup>th</sup>. The guest speaker will be a veterinary technician from Winnemucca. The board will also be discussing the calendar for next year. Mr. Burke also reported that Turkey Bingo will be on Friday, November 22<sup>nd</sup>. The local Grange will be holding meetings at the Community Center. Mr. Burke also mentioned that someone in the community started a "Next Door" website for Grass Valley. This is a community social media tool.

Mr. Rackley stated that he has been in discussions with a gentleman regarding fixing the cattle exclusion fencing.

**BOARD APPOINTMENTS / RESIGNATIONS: CEMETERY BOARD** – A letter of interest was received from Winston Gray.

**TELEVISION BOARD** – A letter was received from Roger Mancebo asking to be reappointed to the TV Board.

Mrs. Shank made a motion to appoint Winston Gray to the Cemetery Board and to reappoint Roger Mancebo to the Television Board. Motion seconded by Mr. McDougal and passed.

**DERBY FIELD AIRPORT:** Mr. Rackley reported that he and Debra Reid from the Lovelock Review-Miner met out at the Airport last Friday. Ms. Reid took pictures of the new sign and was given a tour of the facility. While they were there, a plane landed and got fuel. The individual was coming into town for a meeting and the first thing they asked was why don't we have a courtesy car.

Mrs. Shank asked if there were any plans to do some restoration of the Mig. Mr. Rackley stated that he doesn't know of any plans.

Mrs. Donaldson has advertised for the Consultant RFQ (Request for Qualifications), which is due to her office by 5:00 p.m. on October 30<sup>th</sup>. The Commission will award the contract at the November 6<sup>th</sup> meeting.

**BROADBAND DISCUSSION:** 1. SETTING UP A COMBINED MEETING WITH THE CITY OF LOVELOCK, COUNTY COMMISSIONERS AND PCEDA TO SET A COURSE OF ACTION WITH REGARDS TO BRINGING BROADBAND TO PERSHING COUNTY AND THE CITY OF LOVELOCK WITH JOJO MYERS CAMPOS, STATE BROADBAND DEVELOPMENT MANAGER AND SHERYL GONZALEZ, WNDD DIRECTOR; 2. DETERMINING REPRESENTATIVES TO BE APPOINTED AS MEMBERS TO THE PERSHING COUNTY BROADBAND COMMITTEE – Heidi Lusby-Angvick and Justin Abbott were present.

Mrs. Shank stated that the State has been working on a draft proposal. Mrs. Lusby-Angvick spoke with Ms. Campos Monday and they will be speaking again tomorrow. They are moving forward with the proposal, which was dependent on the School District purchasing and accessing broadband. Mrs. Lusby-Angvick stated that the prior IT person at the School District felt it was only for the school's benefit. The new person sees a benefit in configuring it so it can be made available to the community. This will drive providers into our area. Mrs. Lusby-Angvick doesn't feel starting over with meetings is necessary. Mrs. Shank felt that a meeting is necessary to bring all parties up to date. Mrs. Shank stated that she thought Ms. Campos was looking at scheduling something for November 12<sup>th</sup>. Ms. Lusby-Angvick stated that she will ask her about dates when she speaks with her tomorrow. She also stated that she didn't feel Sheryl Gonzalez needed to be included in that meeting, but thought she wanted to meet with the City and County regarding another project.

The Board will look into making appointments for the Broadband Committee.

The meeting recessed at 10:27 a.m. and reconvened at 10:30 a.m.

**BURNING MAN PROJECT: PRESENTATION OF RECAP AND OTHER INFORMATION REGARDING THE 2019 BURNING MAN EVENT – Marnie Benson, Roger Vind, and Emma Weisman were present.**

Ms. Benson stated that the entire Burning Man Organization extends their appreciation for the work and collaboration done by Pershing County to help make the event safe and enjoyable for nearly 80,000 people. Ms. Benson gave an overview of the 2019 event, which was their 31<sup>st</sup> year in Nevada. This year's total event population peaked at 78,850 on September 30<sup>th</sup>. She noted that last year's peak population was 78,134. Ms. Benson stated that they were delighted to once again host an evening tour for the Senior Center. Ms. Benson spoke about their restoration efforts that take place after the event. They completed their site inspection with the BLM (Bureau of Land Management) on October 5<sup>th</sup> with no adverse findings.

Mr. Vind also spoke about their contractual obligation to Pershing County, noting that Pershing County received \$296,627.52 from the Burning Man Project for this year's event. Mr. Vind stated that there were a few small grass fires along Highway 447 that did require road closures for a time. There was also an accidental death from carbon monoxide poisoning and a fatal car accident on County Road 34. Mr. Vind closed by saying that they are looking forward to receiving the 2019 After Action Report from the Sheriff's Office.

Ms. Weisman also spoke about the art projects at this year's event, stating that there were over 400 registered art projects and 26 performance groups. 18 of the art projects were from Nevada. Mrs. Shank asked if there is financial assistance available to local artists that would like to participate. Ms. Benson stated that they have a scholarship program and they also have a "maker" space for artists to build at in Reno. Artists are also offered free or discounted tickets.

Mr. McDougal spoke about the condition of Highway 447. He did mention it to Senator Cortez-Masto and she thought there might be Federal funding available. Ms. Benson stated that they have been working with Washoe County to have St. Route 34 replaced.

Mr. McDougal also stated that when the court ordered agreement expires, he hopes Burning Man will recognize that this is not an 8 day event in regard to law enforcement duties. He also hopes they will work with us directly, instead of having lawyers involved.

**AMENDMENTS TO THE OPTION TAX RESOLUTION:** The proposed Resolution was discussed. There was no public comment.

Mr. McDougal made a motion to adopt Resolution #19-1010, to provide an amended Capital Improvement and Public Safety Project Plan, as presented. Motion seconded by Mrs. Shank and passed unanimously.

Mr. Rackley stated that he has been researching vehicle prices for a one ton crew cab pickup to use for the fire department command vehicles.

**APPROVAL OF RESPONSE LETTER TO NDOT'S LETTER DATED AUGUST 5, 2019, REGARDING DENIAL OF REQUEST TO INCREASE SPEED LIMIT ON FRONTAGE ROAD (FRPE01) WESTFALL ROAD TO TOULON:** Mr. McDougal stated that he hasn't had time to help draft the letter. He also stated that we recently received a thank you letter from Mr. Mortenson, Deputy Director, for the recent meeting. The speed study for the Frontage Road has also been added to their list.

The meeting recessed at 11:13 a.m. for a Litigation meeting and reconvened at 11:18 a.m.

**REPORT FROM LEGAL COUNSEL:** Mr. Shields gave an update regarding the NAS Bravo 20 expansion. Mr. Shields would like the Board to move forward with a Resolution and a letter of support to Congress.

**REPORT FROM ADMINISTRATIVE ASSISTANT:** Mrs. Wesner stated that she is working on scheduling a Department Head Meeting in November. She is still working with Neal Freitas from POOL/PACT on updating the Personnel Rules.

**ITEMS FOR FUTURE AGENDA:** No additional agenda items were discussed.

**CORRESPONDENCE:** No additional correspondence was discussed.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mr. McDougal attended the Nevada Works meeting last Friday with Mrs. Lusby-Angvick. The new Director of DETR (Department of Training & Rehabilitation) is new to the Nevada Works Board and has been attending several different meetings. She reported that she attended a meeting in Churchill County with the Highway 95 Board. Pershing County and Lovelock were not told about the meeting. Mr. McDougal stated that Churchill County and Fallon may be taking Highway 95 as their own. Mrs. Lusby-Angvick sent an email for clarification as to why we were left out of the meeting and received a snarky response. Mr. McDougal and Mrs. Lusby-Angvick will stay on top of it. Mr. McDougal also reported that they met with the Brownfield Consultant to get things moving in the right direction.

Mrs. Shank didn't have anything to report.

Mr. Rackley gave a report on Toulon Peak. The electrical update has been completed. Granite Propane brought up their tank and it has been filled. He has been talking with the generator maintenance people to schedule annual maintenance. Mr. Rackley stated that there are old banks of batteries in the building that are no longer in use and used up. He asked what should be done with them. Mr. Rackley also stated that he spread gravel at the Recycling Center.

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

**VOUCHERS:** Mr. McDougal made a motion to approve the vouchers with the exception of a voucher for Vendor # 276, Carol Shank. Motion seconded by Mrs. Shank and passed.

Mr. McDougal made a motion to approve the voucher for Vendor #276, Carol Shank. Motion seconded by Mr. Rackley. Mrs. Shank abstained. Motion carried.

The meeting recessed at 11:45 a.m. and reconvened at 1:30 p.m.

**WORKSHOP TO FINALIZE THE DETAILS IN TRANSITIONING THE BUSINESS LICENSE PROCESS FROM THE SHERIFF'S OFFICE TO THE PLANNING & BUILDING DEPARTMENT; TO DETERMINE WHAT, IF ANY, DETAILS WILL STILL BE HANDLED BY THE SHERIFF'S OFFICE; AND THE ROLE OF THE RECORDER-AUDITOR'S AND/OR CLERK-TREASURER'S OFFICES:** Also present were Sheriff Allen, Justin Abbott, James Evans, and Holli Garretson.

Mr. Rackley asked Sheriff Allen if he had shortcomings about giving up Business Licenses. Sheriff Allen stated that he just wants to know what the Board's end-goal is. He doesn't want to see the process split up to where one department handles one aspect of it and his office still must do part of it. All licenses (business, liquor and gaming) should stay or go.

Mr. McDougal stated that he doesn't have an interest in moving the process for the sake of moving it. If the process can be simplified or made more productive, than we should do it.

Mr. McDougal asked the Planning and Building Department if they felt they had the time during a regular day to take over this function. Mr. Evans thought that things could be streamlined to make the process easier.

Mrs. Shank asked Mr. Abbott if he had gotten an update from Devnet regarding the new programs. Mr. Abbott stated that the representatives he needs to speak with are out in the field due to the Treasurers' conversions. Mrs. Childs is concerned that the new program won't be ready by the first of the year. Mr. Evans stated that Mrs. Garretson has already looked into upgrading QuickBooks to handle the additional customers. Mrs. Childs asked how the Business License itself would be printed. Mr. Evans stated that they could develop a certificate to give to the business.

Mr. Shields stated he thought the Sheriff's office should continue to issue Liquor Licenses due to the nature of the business. Mr. McDougal disagreed.

Mr. Shields will work on an Ordinance to create a licensing department in the Planning and Building Department.

As there was nothing further to come before the Board, the meeting adjourned at 2:17 p.m.

Approved 12/4/19: \_\_\_\_\_ /s/  
Larry Rackley, Chairman

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