

Notice of Public Meeting  
**PERSHING COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**Wednesday, January 3, 2024**  
**Pershing County Courthouse**  
**Lower Level - Round Room-400 Main Street, Lovelock, Nevada**

All items on this agenda are approximate. Consideration of items may require more or less time than is scheduled. Items assigned times will not be discussed prior to their assigned times. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration. The public body may remove an item from the agenda or delay discussion at any time.

**Any person who wishes to participate in the meeting or to provide public comment may do so via Zoom teleconference in accordance with directions on the last page of the agenda.**

1. **8:30 a.m.** Call meeting to order; Pledge of Allegiance; Reorganization of the Board- Selection of Chairman and Vice-Chairman; Commission Board appointments; Approval of minutes- **Discussion and for Possible Action.**
2. **8:31 a.m.** PUBLIC INPUT: (Public comments and discussion. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on the agenda as an item upon which action will be taken. Public commentary will generally be limited to 3 minutes per person.)
3. 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-**Discussion and for Possible Action.**
4. UNCLASSIFIED DEPARTMENTS: **(This period is for receiving reports, department updates and proposals from Unclassified Department Head/Staff. No action may be taken upon a matter raised under this section until it is placed on an agenda for action.)**
  - A. Road Department: Update on road maintenance within Pershing County and issues related to road maintenance/equipment repair.
  - B. Landfill Matters: Discussion regarding matters relating to the Landfill/Transfer sites.
  - C. Recycling Center: Update on matters relating to the Recycling Center.
  - D. Senior Center/Volunteer Coordinator: Update on the number of congregate/homebound meals being served; **Discussion and for Possible Action.**
  - E. Buildings & Grounds: Update and report on recent facility maintenance and repairs conducted by Supervisor/staff and ongoing current projects.
  - F. Library: Department update/report.
  - G. Pershing Co. Fire/Ambulance:
    1. Ambulance report.
    2. Lovelock Fire Dept. report.
    3. Grass Valley Fire Dept. report.
    4. Imlay Fire Dept. report.
    5. Rye Patch Fire Dept. report.
  - H. Community Center: Update on matters relating to the Community Center hours, rental of facility, rental contracts, scheduling set-ups and other matters related to the Community Center-**Discussion and for Possible Action.**
  - I. Cooperative Extension/4-H Program: Department update/report.
  - J. IT Department: Department update/report.
  - K. Economic Development: Department update/report.; Brownfields grant project update and status; Status of economic development projects being built in Pershing County.
  - L. Public Defender: Department update/report.
  - M. Code Enforcement: Update on matters relating to Code Enforcement.
5. ELECTED DEPARTMENTS: **(This period is for receiving reports, department updates and proposals from Elected Officials/Staff. No action may be taken upon a matter raised under this section until it is placed on an agenda for action.)**
  - A. Lacey Donaldson, Clerk-Treasurer: Department update/report.
  - B. Melanie Hamilton, Appointed Recorder/Auditor: Department update/report; Approval to fill vacancy of 1) Full-time Administrative Clerk I/II position and request approval to hire 1) Full-time Administrative Clerk I/II position on an emergency basis to fill ¾ time vacant position; Approval to contract with ManPower to provide temporary services

of Chris Snodgrass to assist with training of Administrative Clerk for Payroll position -**Discussion and for Possible Action.**

- C. Laureen Basso-Cerini, Assessor: Department update/report; NRS 361.300: Resolution Directing the County Assessor to Take Certain Actions Regarding the Secured Tax Roll-**Discussion and for Possible Action.**
  - D. Bryce Shields, District Attorney: Department update/report; Agreement for Consulting Services Impact Evaluation & Assessment Services and Pershing County; Approval for Elizabeth Blondheim and Brailen Allen for out of state travel to attend the 2024 WICSEC (Child Support) Conference in Lake Tahoe from Sept. 24 through October 3, 2024; Approval to Advertise/hire Administrative Clerk I position for Child Support/DMV Offices-**Discussion and for Possible Action.**
  - E. Judge Karen Stephens, Justice Court: Department update/report.
  - F. Jerry Allen, Sheriff: Update/report on matters relating to the Pershing County Sheriff's Office.
  - G. Kate Martin, Court Administrator-11<sup>th</sup> Judicial District Court: Update/report on matters relating to the 11<sup>th</sup> Judicial District Court.
6. Proclamations and Awards: Years of Service Certificate/Pin-Torrie Hostman (10); Years of Service Recognition-Rene Childs-Recorder-Auditor (13) (The Pershing County Board of Commissioners may make a Proclamation or present a service or other award on behalf of the County) **Discussion and for Possible Action.**
  7. Derby Field Airport: Update on matters relating to Derby Field Airport.
  8. Board Appointments/resignations: Television District Board-**Discussion and for Possible Action.**
  9. Humboldt River Distribution budget for the Fiscal Year July 1, 2024, to June 30, 2025, in the amount of \$109,448.60-**Discussion and for Possible Action.**
  10. **10:00 a.m.** PLANNING & BUILDING DEPARTMENT/IMLAY WATER SYSTEM MATTERS/PERSHING ELECTRICAL:
    - A. Department written update/report.
    - B. Submittal of Monthly Building Permits/fees collected.
    - C. Submittal of Monthly Business License applications and fees collected.
    - D. Submittal of Monthly Water Report/fees collected from the Imlay Water System.
  11. Melissa Sloan, WIC Director: Approval of 2023-2024 WIC (Women, Infants/Children Program) Grant Subaward for Pershing County-**Discussion and for Possible Action.**
  12. List of proposed projects, prioritizing and changing/amending the projects for allocation of the Covid-19 American Rescue Plan funding for Pershing County in the amount of \$1,306,252.00; -**Discussion and for Possible Action;** List of proposed projects, prioritizing and changing/amending the projects for allocation of the Local Assistance and Tribal Consistency Fund (LATCF) in the amount of \$4,044,600.00-**Discussion and for Possible Action.**
  13. Litigation Meeting.
  14. Report from Legal Counsel.
  15. Report from Administrative Assistant/HR Rep.-County Commissioner's Office.
  16. Items for future agendas-**Discussion and for Possible Action.**
  17. Correspondence.
  18. Board Member reports of meetings attended/Board Liaison reports of meetings attended. (Nevada Works, Safety, Hospital Board, Emergency Management, Cemetery, Recreation Board, WNDD, Pe. Co. Economic Dev./, Community Center, Airport Advisory Board; Museum Advisory Board, Library Board, Senior Center Advisory Board, Central Nevada Water Authority, Planning Board, Broadband Advisory Board, 911 Committee, Solid Waste Management Recycling Advisory Board, Pe. Co. Volunteer Advisory Board, T. V. Board, Frontier Coalition, Humboldt River Water Basin Authority.)
  19. PUBLIC INPUT: (Public comments and discussion. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public commentary will generally be limited to 3 minutes per person.)

20. Vouchers, Claims and Expenditures for Review – (The vouchers, claims, and expenditures presented under this section are for discussion and possible action) - **Discussion and for Possible Action.**

**NOTICE:** The County Commission may by law receive information from legal counsel regarding potential or existing litigation involving a matter over which the County Commission has supervision, control, jurisdiction or advisory power, and such gathering does not constitute a meeting of the County Commission pursuant to Nevada Revised Statutes **241.015.**

NOTICE TO PERSONS WITH DISABILITIES

Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the COUNTY CLERK, 775-273-2208, as soon as possible. Supporting material for the meeting may be requested by contacting Karen Wesner at the Pe. Co. Comm. Office-775-273-2342 or [kwesner@pershingcountynv.gov](mailto:kwesner@pershingcountynv.gov)

EQUAL OPPORTUNITY NOTICE: Pershing County is an Equal Opportunity Provider and Employer and will not discriminate against employees or applicants for employment or services in an unlawful manner.

**CERTIFICATE OF POSTING**

This Agenda is posted at the following locations:

Lovelock City Hall      Lower Level-Round Room      Imlay Post Office

Lovelock Post Office      Pershing County Library      Courthouse Entrance

Pershing County Administration Building      [pershingcountynv.gov](http://pershingcountynv.gov)      <http://notice.nv.gov>

MEETING DATE: Wednesday, January 3, 2024

DATE POSTED: December 27, 2023.

POSTED

BY: *Karen Wesner*

Karen Wesner, Pershing County Commissioners Office

INSTRUCTIONS FOR PERSONS WHO WISH TO PARTICIPATE IN THE MEETING OR TO PROVIDE PUBLIC COMMENT MAY DO SO VIA ZOOM AT:

<https://us04web.zoom.us/j/7754420102>

Meeting ID: 775 442 0102

One tap mobile

+13462487799,,7754420102# US (Houston)

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