

Notice of Public Meeting
PERSHING COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
Wednesday, February 7, 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; 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; Approval to have Paul Filon attend SWANA classes and higher room rate in May in Phoenix, AZ-**Discussion and for Possible Action.**
 - 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; Approval to purchase food delivery truck from Grant #14-000-78-C6X23 in the amount of \$74,164.00-**Discussion and for Possible Action; Salary Resolution-C. Jimenez-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; Approval of Culpepper and Merriweather Circus to be held on May 11, 20224, for two shows at the McDougal Sports Complex-**Discussion and for Possible Action; Lovelock Street Fever Annual Show N Shine June 1-2, 2024-Request to use Courthouse Park for the event-Discussion and for Possible Action.**
 - 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 rental contracts, scheduling set-ups and cleaning of facility.
 - 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; Current status of economic development projects being built in Pershing County; Approval to attend the National Main Street Conference in Birmingham, AL, May 6-8, 2024, higher room rate-**Discussion and**

for Possible Action; Approval to attend the Rural Roundup 2024 in Stateline, NV, April 10-12, 2024, higher room rate-**Discussion and for Possible Action**.

- L. Public Defender: Department update/report: Attending the Mountain West Trial Skill Academy for Indigent Defense-April 28-May 3, 2024, paid by the Indigent Defense Fund.
- M. Code Enforcement: Update on matters relating to Code Enforcement.

5. **9:15 a.m.** Proclamations and Awards: (The Pershing County Board of Commissioners may make a Proclamation or present a service or other award on behalf of the County) - Chris Snodgrass-20 Years of Service (Retirement); Years of Service Certificate/Pin-John Handka (10) years-**Discussion and for Possible Action**.
6. **9:20 a.m.** Derby Field Airport: Update on matters relating to Derby Field Airport; Update on repair a portion of the fencing around the airport-Future Fence \$2,480.00; Interview of applicants and selection of Airport Caretaker position -**Discussion and for Possible Action**; Approval to contract with Armstrong Consultants to assist in drafting an environmental assessment for the NEPA process for construction of a storage facility for Valley Tech Systems at Derby Airport, the cost of which may be reimbursed by the Valley Tech Systems-**Discussion and for Possible Action**; Approval to contract with Armstrong Consultants to amend the Airport Layout Plan to include construction of storage facility for Valley Tech Systems-**Discussion and for Possible Action**; Approval to donate personal property previously stored at Derby Field Airport-**Discussion and for Possible Action**.
7. **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.; Approval to increase credit card limit to \$2,000.00 for Laureen Basso-Cerini, Assessor-**Discussion and for Possible Action**.
 - B. Melanie Hamilton, Auditor-Recorder: Department update/report; Approval to purchase check printer and office printer-\$2,000.00 (in budget)-**Discussion and for Possible Action**; Approval to change archiving software from Naviant OnBase currently charging \$19,764.62 per year to ReadyDoc for a cost of \$16,400.00 to convert all files, setup and train with a future yearly charge of \$5,000.00-**Discussion and for Possible Action**; Amend Option Tax Resolution to update current fiscal year and prioritize projects and possibly move unspent project funds to next fiscal year-**Discussion and for Possible Action**; Approval of any new items to amended Option Tax Resolution-**Discussion and for Possible Action**; Set dates for Budget Workshops; Set date for Joint City/County meeting-**Discussion and for Possible Action**.
 - C. Laureen Basso-Cerini, Assessor: Department update/report; Approval of Contract with Tax Management Associates, Inc. to conduct Statewide Audit of Heavy Equipment accounts -United Rental N. America and Cashman/Empire Southwest LLC-**Discussion and for Possible Action**.
 - D. Bryce Shields, District Attorney: Department update/report.
 - 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-11th Judicial District Court: Update/report on matters relating to the 11th Judicial District Court.
8. **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.
 - E. Approval for higher room rate of \$149.00 at Springhill Suites, Sacramento, CA-June 23-28, 2024, for Perri Stewart to attend Construction Exam Centers Residential Building Inspector training -**Discussion and for Possible Action**.
9. **10:15 a.m.** Approval of \$1500.00 Bonus to employees within the PCEA who have been employed for six months as of 1-1-2024 (Part-time/3/4 time will be prorated)-**Discussion and for Possible Action**; Approval of bonus amount for employees within the PCLEA who have been employed for six months as of 1-1-2024-**Discussion and for Possible Action**; Approval of bonus amount for the Unclassified/non-elected Department Heads who have been employed for six months as of 1-1-2024-**Discussion and for Possible Action**.
10. **10:30 a.m.** 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.**

11. Board appointments/resignations: Grass Valley Advisory Board (Resignation); Grass Valley Advisory Board; Television District; Regional Planning Board (Lower Valley); Board of Equalization; Economic Development Authority; Volunteer Advisory Board; 911 Surcharge Advisory Board; Lovelock Valley Weed District; Senior Center Advisory Board-**Discussion and for Possible Action.**
12. Museum Advisory Board: Requesting approval to apply for a CCCHP (Commission on Cultural Center Historical Preservation) Grant-**Discussion and for Possible Action;** First reading of proposed amendment to Chapter 2.16 to expand the number of museum board members from 5-7 and to remove term limits for board members.
13. **11:00 a.m.** Marshall Smith and Jarrod Hickman, POOL/PACT Risk Management: Update on Pershing County Written Workplace Safety Plan and Pershing County Enterprise Risk Management Excellence Program.
14. Litigation Meeting.
15. Report from Legal Counsel.
16. Report from Administrative Assistant/HR Rep.-County Commissioner's Office.
17. Items for future agendas-**Discussion and for Possible Action.**
18. Correspondence: Discussion regarding emails received by Commissioners regarding the issues of the Dominion Voting machines being easily hackable-**Discussion and for Possible Action.**
19. 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.)
20. 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.)
21. 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

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://notice.nv.gov>

MEETING DATE: February 7, 2024

DATE POSTED: February 1, 2024

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

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