

FEBRUARY 7, 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: The minutes for the December 20, 2017 regular meeting, the December 28, 2017 special meeting, the January 3, 2018 regular meeting and the January 17, 2018 regular meeting were submitted for approval.

Mrs. Shank made a motion to approve the regular meeting minutes of December 20, 2017 as submitted. Motion seconded by Mr. Rackley and passed.

Mr. Rackley made a motion to approve the special meeting minutes of December 28, 2017 with the correction of some typographical errors. Motion seconded by Mrs. Shank and passed.

Mrs. Shank made the motion to approve the regular meeting minutes of January 3, 2018 as submitted. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to approve the regular meeting minutes of January 17, 2018 with the noted corrections. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: Carolyn Hultgren stated that last Saturday there were three large military aircraft that flew very low over the subdivision in Rye Patch. It was very disturbing to several residents.

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 any items that met these criteria.

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.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that Phillip Yancy was hired for the vacant Road Maintenance Worker position. Mr. Hill also reported that Tim Ricketts has submitted his resignation and February 16th will be his last day. The crew has finished blading Grass Valley Road and it is in good shape. Crews are also blading by Limbo Ranch/C-Punch, Jersey Valley and Dixie Valley. More moisture is needed to do any more blading. Mr. Hill has been working at the Landfill addressing the issues noted in the inspection. Mr. Yancy is doing some training at the Landfill as well.

Approval to advertise/hire Road Equipment Mechanic I/II: Mr. Rackley made a motion to approve the advertising and hiring of a Road Equipment Mechanic I/II. Motion seconded by Mrs. Shank and passed.

LANDFILL/RECYCLING – Dan Hill was present.

Mr. Hill stated that they are still working on making the corrections noted by NDEP (Nevada Division of Environmental Protection). Mr. Randolph has also been building a wall or litter fence with mattress springs and tires. Mr. Nielsen has cleaned up from the fire and they are mining the pit again.

Mr. Rackley stated they are having a clean-up day at the Recycling Center tomorrow. The NDF (Nevada Division of Forestry) Prison Crew will be there to help with some heavier items. Mr. Nielsen will be bringing a dump truck.

Approval to apply for NDEP (Nevada Division of Environmental Protection) Recycling Program Grant: Mr. Rackley is working on the grant application. He is applying for less than \$5,000. He would

like to paint the building. Mr. Rackley stated that matching funds are encouraged, but not required. It was also noted that the funds would be distributed on a reimbursement basis.

Mrs. Shank made a motion to approve the submittal of an application for the NDEP Recycling Program Grant to paint the Recycling Center. Motion seconded by Mr. Rackley and passed.

Mr. Hill also spoke about Mr. Hardy and his proposed Salary Resolution. Mr. Hill wanted to give credit to Mr. Ricketts for training Mr. Hardy.

SENIOR CENTER – Mr. Rackley stated that Mrs. McKinney could not attend the meeting today. They have received the new mixer and it will be installed next week. On February 22nd they will be going to the Automobile Museum. They will be having the Annual Cookie Bake-off on February 14th. Breakfast this month will be on the 23rd. In regards to any discussion about cameras for the Senior Center, she would be fine with them outside the building, but not on the inside.

BUILDINGS AND GROUNDS – John Handka was present.

Lovelock Street Fever Car Club Annual Show N Shine, Request to use Courthouse Park for event on June 1-3, 2018: Patty Burke was present on behalf of the Car Club.

Ms. Burke spoke about the event. They will provide proof of insurance once they receive it. Mr. Handka did not have any concerns.

Mr. Rackley made a motion to approve the Lovelock Street Fever Car Club's request to use the Courthouse Park for their Annual Show N Shine June 1-3, 2018. Motion seconded by Mrs. Shank and passed.

Department Update: Mr. Handka spoke about the remodel in the Justice Court. The new flooring has been installed in the Judge's Chambers and the Courtroom. They will do the Clerk's office next week. Mr. McDougal stated that he spoke with Judge Stephens this morning and she is very happy with the results.

Mr. Handka also spoke about installing cameras at the Senior Center. There was an incident that occurred at the Courthouse last week, which started at the Senior Center. The individual was verbally abusive. The cameras would not record any audio. Mr. Handka stated that he would like to install one camera inside that would record the dining room and the entrance.

Mr. Handka stated that they replaced a faucet at the Imlay Road Shop. Mr. Handka also stated that he has considered starting to water the lawn at the Courthouse, but the weather could change at any time.

Mr. Handka also informed the Board that someone is coming out to test for geothermal at the Airport today. This is a requirement to submit the current grant application.

COMMUNITY CENTER/ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick reported that the next eight weekends at the Community Center are booked. Mrs. Lusby-Angvick was asked if Mrs. McKay is still helping out with the Community Center. Mrs. Lusby-Angvick stated that she is and it seems to be working well. Mrs. Lusby-Angvick stated that she also speaks with Mr. McKinney daily.

Mrs. Lusby-Angvick attended a "Marijuana in the Workplace" workshop in Winnemucca. At the workshop they stated that "Silence is Consent" and if we have a drug-free workplace policy in effect, we need to continue following it.

Mrs. Lusby-Angvick stated that Humboldt County is leaving WNDD (Western Nevada Development District) and will be partnering with Elko instead.

Mrs. Lusby-Angvick stated that she has partnered with the Small Business Development Council to host a Start Smart Business class on February 22nd at 5:15 p.m. at the Community Center. On Friday, Mrs. Lusby-Angvick will be attending the Nevada Works meeting in Reno. On February 14th a Delegation from Canada will be in Reno, so Mrs. Lusby-Angvick will attend the meeting to represent Pershing County. The next WNDD meeting will be on February 26th in Fernley. That evening, Jean Barrett with the Governor's Office of Economic Development will be here at the Community Center for a Nevada Main Street workshop. The Nevada Economic Development Conference will be held in Reno

August 20-22, 2018. The Rural Roundup Conference is in Tonopah April 11-13. She is not sure if anyone from Pershing County is going.

FIRE/AMBULANCE DEPARTMENTS –

LOVELOCK: Fire Chief Rodney Wilcox was present.

Chief Wilcox reported that he has been very busy this month acclimating to his new position as Chief. He and the other officers have been working on a SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis.

Appointment of Fire Inspector: Chief Wilcox, Mike Heidemann and Commissioner Rackley met to discuss Fire inspections that are required to obtain a County Business License. Mr. Heidemann developed a form and they completed the inspection at the Rye Patch Truck Stop. Chief Wilcox asked if the inspections should be done annually, instead of just on the initial application. Mr. Shields stated that they could look into that, but it is not currently required.

Mrs. Shank asked if the inspections are something the Chief would be able to continue to do. Chief Wilcox stated that you have to be qualified and Mr. Heidemann is the only one who is at this time. It was noted that Nathan Carmichael was also interested in becoming certified. Mr. McDougal asked if when making the appointment they could do it more broadly and not name an individual.

There was also discussion about fees. Mr. McDougal stated that a fee structure does need to be discussed, but they are not prepared to do that today.

Mr. Shields stated that the Fire Inspector is normally the Fire Chief or his duly qualified designee.

Mrs. Shank made a motion to appoint the Fire Chief or his duly qualified designee as the Fire Inspector. Motion seconded by Mr. Rackley and passed.

Chief Wilcox also reported that they have been working on updating the job descriptions. Everyone has been signed off for the F Endorsement and just need to go to DMV. Chief Wilcox and Richie Wagner met with the Fire Marshall's Office regarding a Firefighter I class. Chief Wilcox has appointed a new Training Coordinator – Debbie Mock. The new Safety Officer is Lorne Bianchi and Trina Pritchard will remain the EMS Director. They currently have 23 volunteers on the roster with two pending applications. The Department will be assisting with the Car Seat Safety Check Point on Friday. They will also be offering blood pressure checks and will be handing out fire alarms.

Mrs. Shank asked if Chief Wilcox felt the Fire and Ambulance Departments should be separated. Chief Wilcox didn't think the Department could handle a separation. He has met with REMSA and the Ambulance billing is going well.

LIBRARY – Carolyn Hultgren stated that the Library hosted a magician at the Community Center last night and the room was full.

IT DEPARTMENT– Justin Abbott was present.

Mr. Abbott reported that between December 28th and January 31st he had 17 requests opened on the Help Desk. 14 of those were resolved within that time period. The average response time is about 2 ½ hours and the resolution time is about 33 ½ hours. Most tickets were low priority issues.

Mr. Abbott has sent a first draft of the Information Technology and Information Security Policy to Mr. Shields and Mrs. Wesner. He also sent a draft RFP (request for proposals) for a new phone system to Mr. Shields this morning. After speaking with Mrs. Childs, he budgeted \$105,000 for the new phone system. He did receive a quote from CC Communications for a maintenance contract on the current system and it will be on the next agenda. It will only be for time and materials. Our printer service contract vendor, Sierra Office Solutions, provided Mr. Abbott with a tool called FM Audit. It monitors our printers and directly sends Sierra Office Solutions information on ink levels, print count, etc.

Mr. Abbott stated that the server enclosure installation went very well. He had help from Logan Scarpace at Devnet. Mr. Scarpace also helped with the installation of the Tyler servers as well.

Mr. Abbott stated that he is working on getting a quote on another server for the Votec application. After a four month delayed response, they are now requesting a separate server. The original plan had been to house the application on the Devnet server. Mr. Abbott is concerned with the power supply in the server room and having adequate cooling as well.

Mr. Abbott stated that the conversion to the new website is going great. He will be having a training session with Revize to learn the back-end of the system. After his training he will meet with the various department heads. Mr. Abbott also stated that he is working on a Strategic Technology Plan.

The Commission meeting recessed at 9:37 a.m. for a Liquor Board meeting and reconvened at 9:39 a.m.

SAFETY/GRANT WRITER – Pam Munk was present.

Mrs. Munk stated that the E-Learning for Safety Training is up and running. She is still having a few issues, but it is available. She will be doing the Road Department's Safety Training on site for them. The Health Fair is March 3rd. Mrs. Munk stated that I2P2 (Injury and Illness Prevention Program) will be going into effect soon and the Safety Committee has been preparing.

The Kaboom Grant has been approved in the amount of \$15,000. She does still need to send them additional photos by June 1st. They will be holding a Fundraiser dinner party on April 28th and a Street Fair on May 19th. So far they have raised approximately \$3,500.

Request to apply for a Land and Water Conservation Fund Grant in the amount of \$100,000 funding from Nevada State Parks for playground equipment: Mrs. Munk stated that a grant match is required, but she believes that can be covered by their fundraising efforts. Mr. McDougal stated that they can also use in-kind contributions for the match.

Mrs. Shank made a motion to approve applying for a Land and Water Conservation Fund Grant in the amount of \$100,000 from Nevada State Parks for playground equipment. Motion seconded by Mr. Rackley and passed.

Mrs. Munk would like to attend the Prima Safety Conference. They do offer a \$1,500 grant for attendance. This will have to be put on the next agenda.

PUBLIC DEFENDER – Steve Cochran was present.

The Board was given the case report for January. Mrs. Shank has some ideas to revise the report and will speak with Ms. Martinez about making some changes. Mr. Cochran stated that he and Ms. Martinez had both been sick, but are on the up side now. They are also getting reorganized after the office remodel.

CODE ENFORCEMENT – Mr. Shields reported that Mrs. Machado is in the field today. She is doing a great job identifying properties of concern. The Sheriff's Office has been instrumental in helping her in the outlying areas. Mrs. Machado will have a report for the Board at the next meeting.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – *Department Update; Approval of corrections/changes to the Tax Roll:* Mrs. Donaldson stated that she did not have an update and there are no corrections to the Tax Roll.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the monthly fund balances.

Renewal/change copier lease for the Administration Building copier and the Courthouse copier which will expire July 2018: Mrs. Childs met with Sierra Office Solutions as our current lease is expiring in July. The lease would be for 5 years and would save the County approximately \$388 per month.

Mrs. Shank made a motion to move forward with obtaining a new lease agreement with Sierra Office Solutions for the Administration Building and the Courthouse. Motion seconded by Mr. Rackley and passed.

JERRY ALLEN, SHERIFF – Sheriff Allen stated that the Commissioners did their quarterly inspection of the Jail this morning. The Health Inspector was here last week and the only issue was not having timers on the sinks. Sheriff Allen met with representatives from the Secretary of State's Office about the Silver Flume Business Portal last week. Sheriff Allen also stated that he is struggling to fill the open deputy positions in his Department.

Approval for out of state travel February 2-4, 2018 to return K-9 Jax to originating kennel in Kansas: Sheriff Allen stated that the agency that was looking at purchasing Jax doesn't think they will be able to make a decision for several months and asked that he be returned to Pershing County. Jax was being kenneled at the Sheriff's Office, but Sheriff Allen was concerned about him not being with a handler and his lack of continued training. Jax is getting a 30 day evaluation at the kennel and then we will have more information in regards to the next steps to take afterwards.

Mr. Rackley made a motion to approve the out of state travel February 2-4, 2018 to return the K-9 Jax to the originating kennel in Kansas. Motion seconded by Mrs. Shank and passed.

PLANNING AND BUILDING DEPARTMENT/IMLAY WATER: James Evans was present.

Mr. Evans gave the Board the Board his monthly fees collected report. Mr. Evans stated that the I-80 Truck Stop has submitted their plans.

The Planning Commission does have a meeting tonight to review a parcel map within the City.

Mr. Evans stated that with help from Lovelock Meadows Water District, they replaced two pressure regulators, the restrictors and copper lines on the Imlay Water System near the Church. Mr. Evans also stated that he ordered a new chlorine tank and a rebuild kit for the chlorine pump. The tank maintenance will be done this year as well.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF LAW ENFORCEMENT CENTER: There was no discussion regarding the new Law Enforcement Center.

SALARY RESOLUTION: R. HARDY, ROAD DEPARTMENT – Mrs. Shank made a motion to approve the Salary Resolution for Ray Hardy moving him from a Range 27, Step 1 to a Range 27, Step 4 effective February 5, 2018. Motion seconded by Mr. Rackley and passed.

DERBY FIELD AIRPORT: REQUEST FROM STATE OF NEVADA DEPARTMENT OF CORRECTIONS FOR PERMISSION TO USE DERBY FIELD'S FACILITY TO CONDUCT ACTIVE ASSAILANT TRAINING FOR NEW CORRECTIONAL OFFICER CADETS FOR THREE DAYS STARTING MARCH 14, 2018 – Mr. Rackley stated that it would be outside the building and not impeding the runways with access to lounge.

Mrs. Shank made a motion to approve the request by the State of Nevada Department of Corrections for permission to use Derby Field to conduct active assailant training for new Correctional Officer Cadets for three days starting March 14, 2018. Motion seconded by Mr. Rackley and passed.

PROCLAMATIONS AND AWARDS: There were no Proclamations or Awards considered.

CORRESPONDENCE: Mr. McDougal sent a letter to the Chair of the Senate Committee regarding the Pershing County Conservation and Economic Development Act. Senator Heller also suggested sending a similar letter to Secretary of the Interior, Ryan Zinke.

BOARD APPOINTMENTS/RESIGNATIONS/VACANCIES: 911 SURCHARGE ADVISORY COMMITTEE – An email was received from Kent Ames of AT&T accepting the Telephone Company Representative seat on the board.

Mr. Rackley made a motion to appoint Kent Ames to the 911 Surcharge Advisory Committee with a term expiring December 31, 2019. Motion seconded by Mrs. Shank and passed.

HUMBOLDT RIVER BASIN WATER AUTHORITY – Letters were received from Carl Clinger and Richard Dennler interested in the active seat on the Board. A letter was also received from Bingo Wesner asking to be removed as an alternate on the Board.

Mrs. Shank made a motion to remove Bingo Wesner as an alternate on the Humboldt River Basin Water Authority Board. Motion seconded by Mr. Rackley and passed.

Carl Clinger spoke about his interest in the Board. Although he is currently an alternate on the Board, he has attended all, but one meeting in the last four years.

Mrs. Shank made a motion to appoint Carl Clinger to the Humboldt River Basin Water Authority. The motion died due to lack of second.

Mr. Rackley made a motion to appoint Richard Dennler to the Humboldt River Basin Water Authority. Motion seconded by Mrs. Shank and passed.

Mr. McDougal spoke about the alternates. He would like a letter sent to the alternates asking if they are still interested in serving as such. Mrs. Wesner stated that there are only two alternates currently.

UNIONVILLE CEMETERY: UPDATE ON STATEMENT OF WORK; APPOINTMENT OF APPRAISER TO PERFORM APPRAISAL FOR THE UNIONVILLE CEMETERY R&PP SALE – Mrs. Wesner will send a request for services to the five vendors on the list.

APPROVAL OF THE 2018-2024 MEDICAL SERVICES AGREEMENT BETWEEN PERSHING COUNTY AND PERSHING GENERAL HOSPITAL FOR INDIGENT CARE SERVICES: Mr. Shields has been working with Debbie Mock. He hasn't heard back from Patty Bianchi, Pershing General Hospital CEO regarding their approval, so he would like to postpone action on this item.

The meeting was recessed at 10:38 a.m. for a closed labor session pursuant to NRS 288.220 to meet with the County's labor representative regarding labor negotiations. The meeting reconvened at 10:54 a.m.

REPORT FROM LEGAL COUNSEL: Mrs. Wesner stated that she is working on the Personnel Rules in regards to re-hires.

UPDATE ON MATTERS RELATING TO THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: Mr. McDougal stated that the Bill has been heard in Senate Committee and is moving along. Secretary Zinke is not necessarily in favor of the Bill at this time.

DAVID KEMPWORTH, BLM, WINNEMUCCA DISTRICT OFFICE: Eric Nolan, Fire Operations Specialist, was also present.

Mr. Kempworth spoke about the Economic Development and Conservation Act. He provided testimony to his Director last week in regards to the challenges faced in implementing the Bill if passed.

Mr. Kempworth also spoke about the improvements made to the Porter Springs Recreation site. A vault toilet, picnic tables, and fire rings were installed. They also put up an informational kiosk. Mr. Kempworth stated that they are still working on the water issue at Porter Springs in regards to the

wildlife and the grazing. He also spoke about the Lovelock Caves. Humboldt and Pershing County 4th graders will be out there in May.

Mr. Kempworth spoke about the Wild Horse and Burro comment period. The only gather that has been authorized is the Owyhee Complex.

Mr. Kempworth stated that once the appraiser is selected for the Unionville R&PP, they will do the appraisal, it will get patented and then the cemetery can go back to being used and visited by those families up there.

Mr. Kempworth spoke about the Burning Man Event. They are working with NASA to evaluate what, if any impact is occurring with 100,000 people on the playa. They just received Burning Man's application for the 2018 event and are reviewing it. For the event to occur it will have to be the same as last year – no population increase. Mrs. Shank mentioned that every body should be counted, not just the paid participants. Mr. Kempworth stated that there is a Cooperator's meeting on February 20th.

Mr. Kempworth spoke about their extensive ES&R (Emergency Stabilization and Rehabilitation) program on the land that burned in Pershing County last year. Mr. Nolan stated that with last year's weather, the fire season hasn't really ended. It has been dry this winter, so the vegetation may not grow as much, but what is there will be dryer.

Mr. Kempworth stated that they have also been working on the EIS (Environmental Impact Statement) for Coeur Rochester. Relief Canyon isn't doing much, but communication is on-going.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank asked what steps need to be taken to name the Grass Valley Community Center. Mr. Shields stated that it would be done by Resolution. Mrs. Shank also stated that the County should meet with the City prior to starting budget workshops. Mrs. Wesner is working on it and needs some possible dates.

Mrs. Shank also asked about the Water Resource Plan. Mr. McDougal will follow up. She also mentioned that Pershing County will turn 100 in 2019 and she would like to start a working group to plan some activities.

Mr. Rackley stated that he attended the last Grass Valley Advisory Board meeting. Mrs. Shank will attend the February meeting. Mr. McDougal stated that he is not available to attend the Grass Valley Town Hall on March 24th. He will also not be here on March 23rd if a budget workshop is going to be held.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank stated that the Library Board is still short one member. The Museum Board met last night and discussed a ribbon cutting for the new kiosk on June 2nd. She also attended the FCC (Frontier Community Coalition) meeting.

Mr. Rackley spoke about the Airport Advisory Board. There is a Nevada Airport Association meeting in March. In regards to the TV Board, the State Board will be meeting here this Friday. Mrs. Shank asked if Mr. Rackley would speak to the Airport Board about the signage they want and about restoring the MIG.

Mr. McDougal stated that the Recreation Board met last week and will be working on their budgets February 15th. They would like to replace the bathrooms at the ball fields. They have also been discussing the future of the swimming pool.

Mr. Rackley stated that the Road Department will be hauling some material for the Race Track.

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

APPROVAL OF VOUCHERS: Mrs. Shank made a motion to approve the vouchers as submitted with the exception of a voucher for Vendor #420, Pershing General Hospital. Motion seconded by Mr. Rackley and passed.

It was noted that March 6th at 5:00 p.m. will be suggested for the joint City-County meeting.

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

As there was nothing further to come before the Board, the meeting was adjourned at 12:07 p.m.

Approved 3/21/18: _____ /s/
Robert McDougal, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk