

**JULY 5, 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:** Mrs. Shank made a motion to approve the regular meeting minutes of May 2, 2018 and the special meeting minutes of May 21, 2018 and May 25, 2018 as submitted, noting that the May 2<sup>nd</sup> minutes are past the 45 day approval deadline due to the Clerk preparing for the Primary Election. Motion seconded by Mr. Rackley and passed.

**PUBLIC INPUT:** Mr. Hill stated that Buildings and Grounds has done a great job with the cemeteries, ball fields and Courthouse Park.

**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 did not see any items that could impose an economic burden.

Mr. Rackley 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.

Mr. Hill reported that the department has been spraying weeds. They also put down Mag Chloride in Grass Valley and will be doing the Lovelock Valley in a couple weeks. The crew also completed the Hobo Lane extension. They are still patching in Lower Valley. Mr. Hill sent someone to Grass Valley to clean-up the burn pit as someone dumped a bunch of pallets with nails in them. The screening plant is being moved to the community pit in preparation for a couple projects. The crew has also been putting down soy bean oil. They helped Mr. Evans with a project for the Imlay Water System.

Mrs. Shank stated that the condition of Grass Valley Road was brought up at the Grass Valley Advisory Board meeting and she asked if Mr. Hill had thought about moving up the timeframe to fix that road. Mr. Hill stated that he hasn't thought about moving it up and was hoping to put it off for a couple years. Mrs. Munk is looking into some grant funding as well.

**LANDFILL** – Dan Hill was present.

Mr. Hill stated that they are about halfway through the volumetric survey. There was quite a bit of garbage dumped at the Grass Valley transfer site recently and someone will be going up there today. Hoss Disposal was made aware of it and hopefully it has been taken care of.

Mr. McDougal gave the Board copies of the new bathroom plans for the ball fields at McDougal Park. He also gave the plans to Mr. Hill and Mr. Handka so they can determine what each of their departments can do. This will eventually come before the Commission to approve.

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

Mr. Handka reported that his crew has been spraying weeds as well. They are still having issues with the swamp cooler at the Senior Center. The crew did some clean up in preparation for the swim meet last Saturday. They also did some clean up in preparation for the fireworks show last night. There was a hard landing at the Airport on Saturday. Mr. Handka has been working on the outside power at the Courthouse in preparation for Frontier Days.

*Request for approval to hire a part-time (20 hour) employee for custodial/buildings and grounds:* Mr. Handka stated that a lot of the events occur on weekends and the other employees have

already put in their time for the week. There was discussion about whether this position should be permanent or temporary and if it was going to be a part-time position or an under 19 hour position.

Mrs. Shank made a motion to advertise and hire a temporary part-time employee for custodial/Buildings and Grounds at 19 hours a week or less. Motion seconded by Mr. Rackley and passed.

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

Mrs. Lusby-Angvick reported that she attended CDBG (Community Development Block Grant) training. There was discussion at that training about a grant that the Beatty Airport received to put in a fuel farm. It was also noted that Nye County collects a fuel tax and Mrs. Lusby-Angvick wondered if this was something we should look at. Mr. Rackley stated that one of the airports in Nye County is a private airport. Pershing County doesn't have a fuel tax, but we are the ones selling the fuel, so there is a mark-up. Mrs. Lusby-Angvick also stated that CDBG awarded some main street beautification funding to Fernley. Pershing County doesn't currently qualify for CDBG funding as we don't meet the income qualifications. A new salary survey is needed.

She has also been attending conference planning meetings for the Nevada Economic Development Conference. Mrs. Lusby-Angvick is co-chair of the exhibit hall.

Mrs. Lusby-Angvick also reported that there is an I-11 meeting in Carson City on July 18<sup>th</sup>.

Mrs. Lusby-Angvick informed the Board that she is concerned as she has an event this weekend and doesn't have anyone to set up for it. She will speak with Mr. Handka.

PERSHING COUNTY FIRE/ AMBULANCE –

*AMBULANCE REPORT:* Chief Rodney Wilcox was present.

Chief Wilcox reported that the Ambulance has been very busy. They are finalizing dates for the Advanced EMT (Emergency Medical Technician) classes in September.

*LOVELOCK FIRE DEPT:* Chief Wilcox was present.

Chief Wilcox stated that the Fire Department has been busy as well. A group attended the Nevada State Firefighter's Association (NSFA) Conference and participated in various training. They also competed in various competitions and won several of them. Bill Gorsline was elected to the NSFA Board. During the conference, the fire in Rye Patch occurred, but there were still several Lovelock volunteers available to help.

The department also participated in a LEPC (Local Emergency Planning Committee) drill at the Airport. The After Action Report was discussed at the Firehouse afterward. A day or so later the hard landing at the Airport occurred, so they were fresh off training to handle the situation.

They are putting on a Hazmat class on Sunday, July 22<sup>nd</sup> and then the certification testing will be offered in Fallon.

They put on the fireworks show last night. Chief Wilcox stated that they were required to complete some additional training this year and now have two operators and four technicians certified. The volunteers have been putting in a lot of extra hours at the firehouse studying, which has helped with response times with some recent fires.

Chief Wilcox also stated that he was approached by the group that runs Station House #5 at Burning Man asking to rent a water tanker for the event. An item will be put on a future agenda for discussion and possible approval.

Chief Wilcox stated that he worked with Mr. Shields and they completed the Medicaid paperwork for the Ambulance.

*RYE PATCH FIRE DEPT:* Chief Tom Helms was present.

Chief Helms reported that they currently have a full roster of 14. He spoke about the recent fire and the number of houses that were in danger.

*Request to repair current brush truck and possibility of purchasing a used fire truck for the Rye Patch Fire Department due to inadequate equipment for brush fires:* Mr. Helms stated that their biggest hurdle right now is their brush truck. Mr. Rackley stated that Jason Barrick from the Road Department

did go out and do some work on the truck and has ordered some parts. Mr. Helms stated that this truck doesn't have proper ground clearance for the terrain. He has spoken with the BLM about the trucks that they release for sale. They do have one that they will be releasing within the next few weeks. Mr. Helms spoke with Mr. Rackley and Mrs. Childs and there is funding available in the Option Tax Fund. Mr. Helms also stated that there are things they can do with their current truck to make it more usable.

Mrs. Shank made a motion to approve purchasing a used wildland fire truck for Rye Patch in an amount not exceeding \$50,000 with the exception that if it does go over that amount he will speak with Mrs. Childs regarding the funding. Motion seconded by Mr. Rackley and passed.

*Removal of inventory items #FD0077 and FD0078 (SCBAs):* Mrs. Shank made a motion to approve the removal of inventory items #FD0077 and FD0078, Self-Contained Breathing Apparatus (SCBAs) from the Rye Patch Fire Department Inventory. Motion seconded by Mr. Rackley and passed.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney gave the Board the July Newsletter. The annual trip to Burning Man is scheduled for August 28<sup>th</sup>. She has been receiving numerous calls from other communities about going on the trip. The Board and Mrs. McKinney felt this should be reserved for Pershing County seniors. Breakfast this month will be on July 24<sup>th</sup>. Mrs. McKinney is currently looking for a new driver.

*Salary Resolution, S. Ragsdale – Increase to full-time employment:* Mrs. McKinney stated that this was approved during budgets.

Mr. Rackley made a motion to approve the Salary Resolution for Sharon Ragsdale moving her from part-time to full-time effective July 1, 2018. Motion seconded by Mrs. Shank and passed.

*Amendment to the Volunteer Board Policy regarding fingerprinting:* The Board was not given any information in regards to the proposed changes. Mrs. McKinney said she is fine either way, but they have had problems in the past getting volunteers.

Mr. Shields did review the NRS. POOL/PACT recommends that volunteers are treated in the same manner as regular employees. It was noted that entities cannot share fingerprints, but maybe if proof of employment from another entity that requires fingerprints would be sufficient. This will be put back on a future agenda.

LIBRARY – Kathie Brinkerhoff was present.

Ms. Brinkerhoff reported that Cameron Mitchell has started a knitting and crocheting club. Mandy Springer is currently doing the Summer Reading Program, which goes through the end of July. Ms. Brinkerhoff is finishing up some grant requirements.

*Approval to submit LSTA (Library Services and Technology Act) Grant in the amount of \$23,280 (\$18,945 with \$4,335 cash/in-kind match) for AWE Literacy Tablets:* Ms. Brinkerhoff gave an overview of what the tablets provide. They are pre-programmed with literacy materials based on age groups.

Mr. Rackley made a motion to approve the submittal of an LSTA Grant in the amount of \$23,280, \$18,945 grant funds and \$4,335 county match, to purchase AWE Literacy Tablets. Motion seconded by Mrs. Shank and passed.

*Removal of inventory item #L0387, phone system:* Mrs. Shank made a motion to approve the removal of inventory item #L0387, phone system, from the Library's Inventory. Motion seconded by Mr. Rackley and passed.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that there was a network outage in the Admin Building last week. He was working on getting the expanded block of IP addresses for the Eagle Reporting System and without notification AT&T changed our current block of addresses.

Mr. Abbott had 22 tickets opened in June and 20 tickets resolved. The initial response time is approximately 3 hours with a resolution time of between 6 ½ and 7 hours. Mr. Abbott also reported that Watch Guard came and set up the software for the Sheriff's office.

Mr. Abbott reached out to POOL/PACT in regards to a network assessment. They gave him some contact information and an assessment is tentatively scheduled for the last week of August.

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran reported that things are going as normal. Mr. Cochran is working on a proposal based on a Milwaukee “Walking Warrant Program” where people with active warrants can turn themselves in without going to jail.

The meeting recessed at 9:47 a.m. and reconvened at 9:50 a.m.

**PROCLAMATIONS AND AWARDS: YEARS OF SERVICE PINS** – Years of Service Pins and Certificates were presented as follows:

Laureen Basso-Cerini	15 years
Steve Cochran	10 years
Kathie Brinkerhoff	10 years
Jordan McKinney	5 years
Sherri Woodard	10 years

**ELECTED DEPARTMENTS:**

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month-end reports.

LAUREEN BASSO-CERINI, ASSESSOR – *Approval of FY2018-2019 GIS Services Contract provided by Farr West Engineering:* Ms. Basso-Cerini stated that she did not see any changes from last year’s contract. There were some changes to fees, but none that applied to the Assessor’s office.

Mrs. Shank made a motion to approve the FY2018-2019 GIS Services Contract provided by Farr West Engineering as presented. Motion seconded by Mr. Rackley and passed.

BRYCE SHIELDS, DISTRICT ATTORNEY – *Salary Resolutions – S. Arias, C. Generoso and L. Christofferson:* Mr. Shields stated that he worked with Mrs. Childs’ office to assure these all met the budget criteria. He also stated that all three have met the qualification to advance to Legal Secretary II.

Mrs. Shank made a motion to approve the Salary Resolutions for Sandra Arias, Celeste Generoso and Lynn Christofferson as presented, effective July 1, 2018. Motion seconded by Mr. Rackley and passed.

**DERBY FIELD AIRPORT: UPDATE ON MATTERS RELATING TO THE DERBY FIELD AIRPORT; APPROVAL OF GRANT OFFER FOR AIRPORT IMPROVEMENT PROGRAM (AIP) PROJECT NO. 3-32-0011-016-2018** – Mrs. Shank made a motion to accept the grant offer for Airport Improvement Program Project No.3-32-0011-016-2018 in the amount of \$470,103. Motion seconded by Mr. Rackley and passed.

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

Mr. Evans gave the Board his monthly fees collected and permits issued report. Mr. McDougal spoke about a gentleman that had applied for a permit, but was unable to complete the project due to some personal issues. Mr. Evans and Mr. McDougal agreed that he could be credited for the permit fees paid, but he would have to pay for the now in place plan check fee. He was sent a letter giving him until December 30<sup>th</sup> to respond. Mr. Evans has not heard anything as of yet.

**SHERIFF JERRY ALLEN: UPDATE** – Sheriff Allen stated that they still have two open positions and he will be scheduling another round of tests. Sheriff Allen stated that he has some concerns about Mr. Abbott’s ideas regarding consolidating the systems. Sheriff Allen also met with Mental Health Services last week. They would like to implement a tele-medicine system in the Jail. There would be equipment provided and it would be no cost to the County. Sheriff Allen stated that the

only time we could be charged is if a patient goes over the allotted time. Sheriff Allen also reported that the body cameras have been delivered and they are working on getting the system implemented.

**UPDATE ON 2018 BURNING MAN EVENT AND REVIEW/APPROVAL OF 2018 BURNING MAN BUDGET** – The Board was given a copy of Sheriff Allen’s budget. Sheriff Allen stated that this budget does not include IT services or contractual salaries of the regular sworn deputies. Sheriff Allen also stated that the last few years we have been working under a budget of \$240,000 plus CPI. Based on last year’s peak population we should be moved up to the next funding bracket of \$275,000 plus CPI, which would put us at \$299,201.62.

Mrs. Shank asked how many officers Sheriff Allen is looking at hiring for the event. Sheriff Allen stated that he would be looking for 22-24 officers. Sheriff Allen also reported that they had previously had access to camp trailers provided by HGH (Humboldt General Hospital), as well as a rental house, but none are available this year. Sheriff Allen has not been able to find any other rentals. There are RV hook-ups available, but no RVs. He has included \$40,000 in this budget to purchase three or four camp trailers. This would be a one-time expense. Sheriff Allen also spoke about the “Plan B” listed on the budget. He stated that there is a possibility that HGH will have a large tent available; however, it would need two A/C units. Sheriff Allen included \$10,000 as a back-up plan to rent A/C units if necessary.

Sheriff Allen stated that in the future he would like to see this budget discussed and approved during the regular budget workshops. He also stated that there was Burning Man funds left after last year’s event and asked if those funds were still available. Mrs. Childs stated that any funds remaining go toward the District Attorney’s office’s legal expenses.

Roger Vind of Burning Man asked for a copy of the 2017 Post Event Synopsis and the proposed budget. The Sheriff will provide him with copies.

Under Sheriff Bjerke spoke about the hard landing that occurred at the Airport. He is very concerned that the Sheriff’s office was not notified that there would be a possible crash; and therefore, no fire truck was on site.

**PUBLIC HEARING ON PROPOSED ORDINANCE #334 AMENDING CHAPTER 3.52 OF THE PERSHING COUNTY CODE BY MODIFYING THE PERMISSIBLE MAXIMUM 911 TELEPHONE LINE SURCHARGE:** Mr. McDougal asked for public input. Sheriff Allen stated that he made a call to 911 last week at the Airport and it went to Churchill County. Sheriff Allen is looking into why this happened.

Mr. Shields stated that the increase would help pay for body and vehicle cameras for the Sheriff’s Office that were mandated by the Legislature. The maximum annual amount allowed to be collected is \$500,000.

Carolyn Hultgren asked if the Legislature is requiring the increase to the surcharge. Mr. Shields stated that it is not a requirement, but they gave the counties the option. Rusty Kiel asked if the fund was controlled by the County or the State. It is a County Fund. Mrs. Childs added that the current surcharge doesn’t even cover the current 911 charges.

Mr. Rackley made a motion to adopt Ordinance #334 as amended. Motion seconded by Mrs. Shank and passed unanimously.

**UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER:** Mr. Rackley stated that he has a real estate company working on purchasing the lot adjacent to the current law enforcement center. He also spoke with LCA about our discussion regarding building a new secured section and remodeling the existing building and they will look into it. Mr. McDougal and Mr. Shields met and discussed the same concept. Mr. Shields has made some phone calls and will be following up with a letter.

**APPROVAL TO COMPLETE THE CLASS ACTION OPT-IN NOTICE FORM IN ORDER TO PARTICIPATE IN THE PILT (PAYMENT IN LIEU OF TAXES) CLASS ACTION LAWSUIT, KANE COUNTY, UTAH VS. UNITED STATES, CASE NOS. 17-739C AND 17-1991C (CONSOLIDATED):** Mr. Shields stated that the Board discussed this during the last meeting. The Department of the Interior failed to pay the full allotted amount of PILT as authorized by Congress. King County won their lawsuit and it has been classified as a Class Action Lawsuit, which allows other counties and municipalities to join-in. Mr. Shields is recommending that Pershing County opt in. Our anticipated settlement is approximately \$125,000.

Mrs. Shank made a motion to approve completing the Class Action Opt-In Notice Form in order to participate in the PILT Class Action Lawsuit, Kane County, Utah vs. United States, Case Nos. 17-739C and 17-1991C (consolidated) and naming Mr. Shields as the County's representative. Motion seconded by Mr. Rackley and passed.

**UPDATE ON PERSHING COUNTY'S WATER RESOURCE PLAN:** The draft plan was received late Tuesday and no one has had a chance to review. Mr. McDougal asked that this be moved to the next meeting. Rusty Kiel asked if the Board wanted written comments. Mr. McDougal thought that would be helpful.

**BOARD APPOINTMENTS/RESIGNATIONS/VACANCIES: GRASS VALLEY ADVISORY BOARD** – A letter was received from Sean Burke asked to be reappointed.

Mr. Rackley made a motion to reappoint Sean Burke to the Grass Valley Advisory Board with a term expiring June 30, 2020. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 10:45 for a Litigation Meeting and reconvened at 10:49 a.m.

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

**UPDATE ON MATTERS RELATING TO THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT:** Mr. McDougal spoke with a representative from Catherine Cortez-Masto's office and she wasn't sure where the Bill was currently at. They will get back to us.

**REPORT FROM ADMINISTRATIVE ASSISTANT:** Mrs. Wesner did not have anything. Mrs. Shank asked about the summer intern program. Mrs. Wesner stated that she has called several times and hasn't heard anything back.

**ITEMS FOR FUTURE AGENDAS:** Mrs. Shank would like to receive an update from the BLM (Bureau of Land Management). Mrs. Wesner stated that she is working on that. Mrs. Shank also stated that a Jail Inspection is needed. The Board will schedule one for July 18<sup>th</sup>.

**CORRESPONDENCE:** There was no additional correspondence discussed.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mr. Rackley stated that LEPC (Local Emergency Planning Committee) had a drill at the Airport last Friday. Mr. Rackley reported that they are busy prepping the Recycling Center for paint and electrical upgrades. The TV Board had approved purchasing cameras and locks for the building on Toulon Peak. The locks have been installed. Sierra Electronics prepared a

proposal for the cameras that was accepted; however, they did not come out by the end of the fiscal year, so we have to start over.

Mrs. Shank attended the Hospital Board meeting. Patty Bianchi, Hospital CEO will be retiring within the next year. They do have a succession plan in place. The Cemetery Board meeting is coming up. Both cemeteries look really good. The Library Board will be having training for their Trustees sponsored by the National Library Association. The Pershing Healthcare Foundation will be having their annual dinner on August 11<sup>th</sup>. Mrs. Shank stated that she hasn't heard anything about the Unionville Cemetery in quite some time so she emailed Ester McCullough, Winnemucca District Manager. There is a Public Hearing on July 10<sup>th</sup> to comment on Burning Man's EIS (Environmental Impact Study). On July 14<sup>th</sup> the Lovelock Fire Department will be celebrating Glen Rose's 50 years of service. Mrs. Shank suggested that the Commission do a Proclamation. Mrs. Shank also reported that the County's Centennial Committee has not met yet, but will do so after Frontier Day's is over.

Mr. McDougal will be meeting with Burning Man the afternoon of July 10<sup>th</sup> in regards to their mass casualty plans, etc. Mr. McDougal attended a meeting at the NACO (Nevada Association of County Officials) office in Carson. The Assistant Secretary of the Interior gave a presentation regarding Nevada's PILT funding.

**PUBLIC INPUT:** Dave Skelton spoke about the Alert Sense training, which will be held on July 16<sup>th</sup>.

Kathie Brinkerhoff asked if the Board was moving forward with a new phone system. Mr. McDougal stated that it is on the Board's radar. Mrs. Shank stated that Justin is looking into it.

**VOUCHERS:** Mrs. Shank made a motion to approve the vouchers as submitted with the exception of a voucher for Vendor #276, Carol Shank and a voucher for Vendor #471, Robert McDougal. Motion seconded by Mr. Rackley 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.

Mrs. Shank made a motion to approve the voucher for Vendor #471, Robert McDougal. Motion seconded by Mr. Rackley. Mr. McDougal abstained. Motion carried.

As there was nothing further to come before the Board, the meeting adjourned at 11:27 a.m.

Approved 9/05/18: \_\_\_\_\_/s/\_\_\_\_\_  
Robert McDougal, Chairman

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