

JULY 18, 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 from May 16, 2018 as submitted, noting they are past the 45 day deadline due to the Clerk catching up after the election. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: Miriam McClellan thanked the Board for their help with Mr. Kennerson. She also thanked the Road Department for the work they did on the road.

Becky Andres with the BLM thanked the Board for their attendance and the public's attendance at the public hearing in regards to the Burning Man event. August 4th is the last day to submit public comment.

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.

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 Chastity Arnett has given her notice. The crew did some blading at the Landfill. They have also been hand patching in the morning before it gets too hot, in preparation for the chip seal to be done hopefully in September. The crew removed some of the cactus from the “Welcome” sign at the east end of town. They continue to spray weeds. The crew is laying Mag Chloride on the valley roads. Mr. Hill met with Florida Canyon Mine in regards to ownership of the frontage road. He was under the impression that Florida Canyon was maintaining it, but it hasn't been kept up. They are working on a maintenance agreement.

Mrs. Shank stated that she had an inquiry from Grass Valley about the entrance to the post office box clusters. Mrs. Shank called the Post Office and the boxes are in the County's easement. Mr. Hill will get them smoothed out when possible.

Request for approval to advertise/hire Administrative Clerk I/II position: Mr. Rackley made a motion to approve the advertising and hiring to fill the vacant Administrative Clerk I/II position at the Road Department. Motion seconded by Mrs. Shank and passed.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill stated that the Volumetric Survey is done. Mr. Nielsen met with the engineer who completed the survey, but Mr. Hill has not gotten an update.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that the power on the outside of the Courthouse has been updated in time for Frontier Days. The crew has been spraying weeds and working at the cemeteries. There

was an incident of vandalism early Tuesday morning. A garbage can was thrown at a window at the swimming pool.

Mr. Rackley asked what Mr. Handka's plan was for the new part-time position. Mr. Handka stated that he hasn't made a plan yet as he has to look at the Community Center's schedule. Mr. Rackley stated that with the new employee working on the weekends, the restrooms in the park should be open. Mr. Handka stated that this person will primarily be working at the Community Center. Mr. McDougal and Mrs. Shank agreed that he should look at keeping the bathrooms open more.

SENIOR CENTER/VOLUNTEER COORDINATOR – Removal of inventory items: *Univex 20 quart mixer, #SC0136; Dell Computer, #SC0182; Culligan Water Softener, #SC0343; kitchen stove, #SC1071:* Mrs. Wesner stated that she didn't know if these items could go to auction or not. Mrs. Shank stated that she would like to see the stove moved to the Imlay Community Center, but was told it may not be operable. She will check with Mr. Handka.

Mrs. Shank made a motion to remove the inventory items from the Senior Center Inventory as presented. Motion seconded by Mr. Rackley and passed.

Mrs. McKinney reported that they are being audited by the State on July 26th.

PERSHING COUNTY FIRE/AMBULANCE DEPARTMENTS –

AMBULANCE REPORT: *Approval to waive stand-by fees for the Nile Valley Racing Association race over Frontier Days week-end and possible other events for 2018:* A letter was received from the Lovelock Volunteer Fire Department requesting that the stand-by fees be waived. Mr. McDougal wanted to stress that waivers are for local organizations only.

Mrs. Shank made a motion to approve the waiver of ambulance stand-by fees for local events for FY2019 as requested. Motion seconded by Mr. Rackley and passed.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he has been working on issues as they arise. Buildings and Grounds installed an air conditioning unit in the computer room, which has helped significantly. Mr. Abbott stated that he has been approached by several vendors who would like to come out and access our systems.

Mrs. Shank stated that there was discussion regarding securing the door to the computer room. Mr. Abbott would like to look at a different locking system than the current key lock. Mrs. Childs suggested looking for a grant.

PUBLIC DEFENDER – *Approval to advertise/hire Administrative Clerk I/II position:* Mrs. Shank made a motion to approve the advertising and hiring to fill the vacant Administrative Clerk I/II position in the Public Defender's office. Motion seconded by Mr. Rackley and passed.

Mr. Cochran stated that Ms. Martinez will start with the 11th Judicial on August 1st, but she may still be able to assist in the office for a short time.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – *Approval of a County Credit Card for Dan Baldini, Interim Chief Juvenile Probation Officer with a credit limit of \$5,000.00:* Mrs. Shank made a motion to approve issuing a County Credit card to Dan Baldini, Interim Chief Probation Officer, with a credit limit of \$5,000. Motion seconded by Mr. Rackley and passed.

Mrs. Donaldson reported that she prepared the new year tax roll last week and the tax bills were mailed Monday evening.

JERRY ALLEN, SHERIFF'S DEPARTMENT – *Update on the 2018 Burning Man Event and approval of the 2018 Burning Man Budget:* Sheriff Allen gave the Board an amended page

of the 2017 Post Mission Synopsis as he made some calculation errors in regards to the CPI. He also gave the Board a revised budget for 2018.

Mr. McDougal stated that he would like to see the After Action Report no later than 90 days post event. He would also like to see the budget during the regular county budget hearings.

Sheriff Allen is also working with Mr. Shields on an indemnification agreement with NDOC (Nevada Department of Corrections) for use of their vans at the event. He will be meeting with the Warden on Friday.

Mr. Rackley made a motion to approve the 2018 Burning Man Budget in the amount of \$258,543.07 as presented by Sheriff Allen. Motion seconded by Mrs. Shank and passed.

Mrs. Shank noted that of the remaining funding, \$5,000 is supposed to go to the General Fund for Administration and the rest to the District Attorney's office. Sheriff Allen and Mr. Shields had previously discussed the DA's portion and he has agreed that that money can be used by the Sheriff's office.

LAUREEN BASSO-CERINI, ASSESSOR – Salary Resolution, K. Lerner: Mr. Rackley made a motion to approve the Salary Resolution for Karen Lerner moving her from an Appraiser I, Range 29, Step 2 to an Appraiser II, Range 32, Step 1 effective July 1, 2018. Motion seconded by Mrs. Shank and passed.

Per NAC 361-10, Log of Changes made to the Secured Roll: Mrs. Shank made a motion to approve the Log of Changes made to the Secured Roll per NAC 361.10 as submitted by Ms. Basso-Cerini. Motion seconded by Mr. Rackley and passed.

Ms. Basso-Cerini stated they have had more maps created this year than in the whole time she has been in the office. She did send Ms. Lerner to a mapping class last week.

DANIEL ASTLE, EAGLE SCOUT PROJECT: REQUEST TO COLLECT RECYCLABLE ELECTRONICS AND TRANSPORT TO RECYCLING CENTER IN CARSON CITY, NEVADA – Daniel Astle stated that he felt that collecting recyclable electronics would relieve a burden on the Landfill. Mr. Rackley asked where the collection site would be. Mr. Astle stated that he spoke with Mitch Nielsen and he can put a collection bin at the Landfill. Mr. Rackley stated that they get electronics at the Recycling Center that they can't do anything with. He suggested that they continue collecting them at the Center and Mr. Astle can pick them up there instead of the Landfill.

Mrs. Shank made a motion to support Daniel Astle's Eagle Scout Project to collect recyclable electronics and transport them to a Recycling Center in Carson City. Motion seconded by Mr. Rackley and passed.

REVIEW/MAKE CHANGES TO THE DRAFT PERSHING COUNTY WATER RESOURCE PLAN: Carl Clinger is concerned about some of the proposals in the document. He spoke about over-appropriation in some of the water basins. Mr. McDougal stated that the document will give the Commission the ability to pass new ordinances that hold the force of law. Mr. McDougal stated that the Water Resource Plan should be a living document that changes as needed.

Mrs. Shank made a motion to approve the Pershing County Water Resource Plan as developed by Farr West and add it to the Development Code. Motion seconded by Mr. Rackley and passed.

PUBLIC HEARING ON A RESOLUTION AUTHORIZING MEDIUM-TERM OBLIGATION IN THE AMOUNT OF \$230,694.65 TO ENABLE PERSHING COUNTY:

Mrs. Donaldson stated that they cannot lock in a percentage rate for the loan until they are ready to sign the contract; however, she was assured that it would not exceed 3.5%.

Mr. McDougal asked for any public comment and there was none.

Mr. Rackley made a motion to adopt Resolution #18-0709, authorizing Pershing County to enter into a Medium-Term Obligation in the amount of \$230,694.65 to enable Pershing County to purchase a 938 M Wheel Loader for the Pershing County Landfill. Motion seconded by Mrs. Shank and passed unanimously.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF A FUTURE LAW ENFORCEMENT CENTER: APPROVAL TO CONTRACT WITH SHIELDS ENGINEERING TO PROVIDE A PROPOSAL FOR POSSIBLE REMODEL OF EXISTING SHERIFF'S OFFICE/JAIL – Mr. Shields reported that he contacted three engineering firms in Reno. Two of the three firms responded back. Mr. Shields feels Shields Engineering has done extensive work in urban and rural areas specifically retrofitting aged buildings. He wanted the record to reflect that there is no relation between him and this firm. Mr. Shields stated that they will provide a written analysis on the feasibility of remodeling the existing Sheriff's Office and adding on a secured wing for approximately \$5,000.

Mr. Rackley also stated that he spoke with LCA, the company that is working on the design of a new jail, and he has not heard anything back regarding a proposal. Mr. McDougal stated that in speaking with the DA, he felt it would be a conflict to have LCA do the feasibility study as they have a vested interest in us building a completely new building.

Mr. Rackley made a motion to contract with Shields Engineering to do a feasibility study on remodeling the existing Sheriff's Department building. Motion seconded by Mrs. Shank and passed.

NEVADA RURAL HOUSING AUTHORITY: APPROVAL OF A RESOLUTION PROVIDING FOR THE TRANSFER OF PERSHING COUNTY'S 2018 PRIVATE ACTIVITY BOND VOLUME CAP TO THE NEVADA RURAL HOUSING AUTHORITY AND OTHER MATTERS RELATED THERETO; APPROVAL OF CERTIFICATE OF TRANSFER OF VOLUME CAP –William Brewer, Nevada Rural Housing Authority Deputy Director, gave an overview of the programs offered by Rural Housing. Since 2006 they have assisted 37 families in Pershing County with the Home at Last Program, providing \$4,867,517 dollars of mortgage funding. Today they are requesting that Pershing County transfer their allotted \$253,487.44 of Volume Cap to Nevada Rural Housing for the purpose of providing a means of financing the costs of single family residential housing.

Mrs. Shank made a motion to adopt Resolution #18-0710, providing for the transfer of Pershing County's Private Activity Bond Volume Cap to the Nevada Rural Housing Authority and approved the Certificate of Transfer of Volume Cap. Motion seconded by Mr. Rackley and passed unanimously.

PROCLAMATIONS AND AWARDS: GLEN ROSE, 50 YEARS OF SERVICE TO THE LOVELOCK FIRE DEPARTMENT – Mr. Rose was not able to attend today so this will be presented at a future meeting.

DERBY FIELD AIRPORT: Mr. Rackley had nothing new to report. Mr. McDougal asked about the signage for the tower. Mr. Rackley stated that he is still working on it.

The meeting recessed at 10:24 a.m. for a Litigation meeting and reconvened at 10:30 a.m.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR REPRESENTATIVE: Mrs. Wesner has completed the job descriptions. She will send them to each department head for review and then will hold a department head meeting. After the Department Head meeting, they will come to the Commission for approval.

APPROVAL TO HAVE AUTHORITY TO GRANT THE APPROVAL TO ADVERTISE/HIRE/DEPARTMENT TRANSFERS FOR VACANT POSITIONS – Mr. McDougal stated that this would only be for existing, budgeted positions. Mrs. Shank would like these approvals to be reported to the board at the next meeting. Mrs. Wesner also spoke about department transfers.

Mr. Rackley made a motion to grant Mrs. Wesner as HR Representative, the authority to approve the advertising, hiring and department transfers for vacant positions. Motion seconded by Mrs. Shank to approve.

REPORT FROM LEGAL COUNSEL: Mr. Shields spoke about vendors for this year's Burning Man. They have started applying for Business Licenses. Currently our Ordinance says that Fire Inspections are required. Mr. Shields suggested writing a letter to the Sheriff authorizing that requirement to be waived for the event. Mr. Shields will have something on the next agenda for approval.

UPDATE ON THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: The Board did not have an update.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank spoke about the comments for the BLM's Public Scoping in regards to the Burning Man Event. Comments are due by August 4th and she wondered if the County should submit something. Mr. McDougal stated that they all made comments at the public meeting, so he didn't think submitting additional comments was necessary. Mr. Shields stated that if they do have comments he would like them sent to him and he will compile those along with his and the Sheriff's comments.

Mrs. Shank also spoke about a piece of land the School District owns in Imlay. There has been a verbal agreement that the residents can use it and the County will provide the water, but the water has been turned off. Mrs. Shank spoke with Mr. Fecht, School Superintendent and he is willing to discuss this with the Commission.

CORRESPONDENCE: There was no correspondence discussed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. Rackley stated that the TV Board is still working on setting up a joint meeting with Elko, Humboldt and Lander counties. He did get a quote from Lowe's for paint and cooling equipment for the Recycling Center, which will be paid for with grant funding.

Mrs. Shank did not have anything to report.

Mr. McDougal stated that Friday he has phone conferences with the NACO Legislative Committee, the Central Nevada Water Authority and the Humboldt River Water Basin Authority. On Thursday, July 26th he will be giving a statement to the Interim Committee of Public Lands in Battle Mountain. On Monday, July 30th he will attend the Grass Valley Advisory Board meeting.

PUBLIC INPUT: Carolyn Hultgren reminded everyone about the Pershing Healthcare Foundation's Dinner on August 11th. They will be serving a Basque family style dinner.

APPROVAL OF VOUCHERS: Mr. Rackley made a motion to approve the vouchers as submitted. Motion seconded by Mrs. Shank and passed.

As there was nothing further to come before the Board, the meeting adjourned at 11:10 a.m.

Approved 9/05/18: _____/s/_____
Robert McDougal, Chairman

Attest: _____/s/_____
Lacey Donaldson, Clerk